

FISCAL YEAR
2023-2024

**ADOPTED ANNUAL
OPERATING
BUDGET**



Adopted Version - 7/01/2023

Last updated 10/27/23

TABLE OF CONTENTS

Introduction	5
Adopted Annual Operating Budget	6
About the Cover	7
City Organizational Chart	8
Administrative Officials	9
Mission Statement	10
GFOA Award	11
CSMFO Award	12
City Seal	13
Reader's Guide	14
Yuba City at a Glance	18
Demographics	24
Budget Message	29
City Manager's Message	30
Strategic Plan & Fiscal Policies	39
Strategic Goals	40
City Council Goals	41
City Manager Goals	42
City Clerk Goals	43
Finance Goals	44
Human Resources Goals	45
Development Services Goals	46
Fire Goals	47
Police Goals	48
Public Works Goals	49
Community Service Goals	50
Utilities Goals	51
The General Plan	54
Financial Policies	56
Budget Policies	58
Gann Limit	60
Resolution List	62
Fund Summaries	67
All Funds Summary	68
The Value of City Services	82
Lighting & Landscape Maintenance Districts	83
Full-Time Equivalent Positions	84
Employee Benefit Summary	90
Funding Sources	93
Revenue	94
Revenue by Funds	98
Tax	107
Cost Allocation Budgeting	109
Departments	111
Legislative/Administrative	112
City Council	113
City Attorney	117

Legislative & Administrative	119
City Manager	120
Economic Development	123
City Clerk	124
City Treasurer	127
Finance/IT	131
Finance	134
Information Technology	137
Human Resources	141
Development	147
Planning	152
Building	155
Police Department	159
Police Administration	162
Traffic Education and Enforcement	165
Investigations	168
Field Operations	171
Community Outreach	174
Information Resources	176
Crime Analysis and Intelligence	178
Communications	179
Fire Department	181
Fire Administration	184
Fire Operations	187
Safer Grant	189
Public Works	191
Public Works Administration	194
Engineering	197
Street Maintenance	201
Electrical Maintenance	204
Facility Maintenance	207
Community Services	211
Community Services Administration	214
Recreation	216
Senior Center	219
Aquatics	220
Recreation Programs	221
Park Maintenance	222
Non-Departmental	225
Animal Services	226
Contingency	227
Miscellaneous	228
Utilities	229
Water	232
Water Treatment	235
Wastewater	239
Wastewater Treatment	242
Laboratory	246
Environmental Compliance	248

Special Revenue	251
Internal Service Funds	259
Capital Acquisitions	265
Capital Acquisitions	266
Capital Improvements	267
Capital Improvement Program	268
Debt Service	283
All Funds Debt	284
Appendix	289
Glossary	290

INTRODUCTION



City Officials

Wade Kirchner

Mayor 2023-2024
District: At-Large (All)

Shon Harris

Vice Mayor
District: At-Large (All)

Marc Boomgaarden

Councilmember
District: 2

Dave Shaw

Councilmember
District: 1

Michael Pasquale

Councilmember
District: 3

Diana Langley

City Manager

Spencer Morrison

City Treasurer

Jackie Sillman

City Clerk

1201 Civic Center Boulevard, Yuba City, Sutter County, California 95993
www.yubacity.net

About the Cover

Didar S. Bains Park ***Dedicated August 26, 2023***

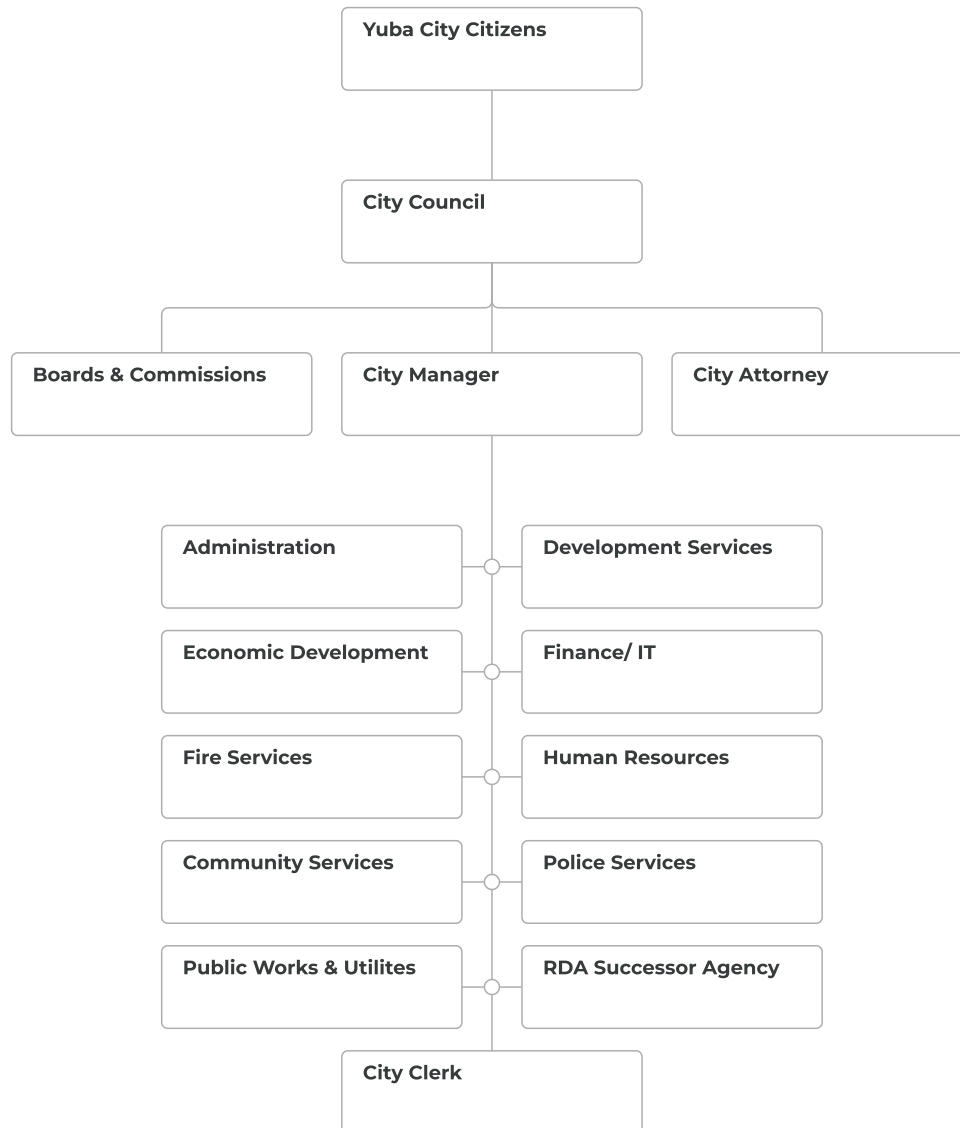
The City of Yuba City dedicated its first new park in over 16 years and residents welcomed the first park in an area of the city called Tierra Buena, annexed into the city over 20 years ago. Built on land once farmed by the peach pioneer himself, Didar S. Bains Park features a community-first bicycle pump track, bicycle repair stations, full-court basketball, a generous field of grass, disc golf, a lighted walking path, several fitness stations, shaded picnic tables, permanent cornhole boards, and a concrete ping pong table.

Didar S. Bains contributed greatly to his community. He called Yuba City home for 60 years after moving from Punjab, India at the age of 18. Mr. Bains purchased his first piece of farmland in 1962 and by the age of 82, owned 40,000 acres in 13 counties and is credited as being the largest peach farmer in California, if not the world, earning him the moniker of the Peach King. Locally, Mr. Bains is recognized for his contributions to creating a local Sikh temple, Gurdwara Sahib, and as a founder of the Nagar Kirtan Sikh parade, which still has an attendance of over 80,000 after some 40 years and counting. Mr. Bains has helped shape his community and has been an ambassador for his faith and profession. City staff dedicate this cover to Didar S. Bains, April 20, 1938-September 13, 2022.

Cover Graphics by: Original Randy Graphic Designs | Cover Photograph Credits: Jerry Gregg - Bantry Bay Graphic Arts



Organization Chart



Administrative Officials

Administration	Diana Langley, City Manager Ciara Wakefield, City Clerk Administrator
City Attorney	Aleshire & Wynder, LLP Shannon Chaffin, City Attorney
Development Services	Benjamin Moody, Public Works & Development Services Director / City Engineer Doug Libby, Deputy Director of Development Services Mike Campos, Chief Building Official
Finance	Spencer Morrison, Finance Director Brian Hansen, IT Manager Diona Pope, Accounting Manager
Fire Services	Jesse Alexander, Fire Chief Ali Williams, Division Chief Joshua Hubbard, Division Chief
Human Resources	Natalie Springer, Human Resources Director Sheleen Loza, Administrative Analyst III
Community Services	Ann Gillen, Community Services Director Megan Anderson, Animal Services Manager
Police Services	Brian Baker, Chief of Police James Runyen, Commander Sam Escherman, Commander Michelle Brazil, Lieutenant Kim Slade, Lieutenant Brent Slade, Lieutenant
Public Works / Utilities	Benjamin Moody, Public Works & Development Services Director / City Engineer Kevin Bradford, Deputy P.W. Director - Engineering Scott Chandler, Deputy P.W. Director - Maintenance Phillip Marler, Deputy P.W. Director - Utilities Claire Shawver, Project Manger Katherine Wills, Environmental Compliance Manager

City of Yuba City Mission Statement



The Mission of Yuba City is...

To anticipate and provide for the needs of the community through
Quality Service, Innovation and Leadership
for today and in the future.

Our Priorities and Goals are...

1. **Public Safety**
Safe Community: Ensure the Highest Level of Public Safety
2. **Fiscal Stability**
Maintain and Enhance the Fiscal Stability of Yuba City
3. **Organizational Culture**
Foster a Culture of Customer Service, Transparency & Accountability
4. **Business Friendly**
Yuba City is "Open for Business"
5. **Enhance Partnerships**
Strengthen and Develop Partnerships within our Region
6. **Quality of Life**
Maintain and Enhance our Quality of Life
7. **Infrastructure**
Identify and address our Infrastructure Financial Needs
8. **Homeless and Vagrancy**
Address Homeless Issues in our Community

Government Finance Officers Association Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Yuba City for its annual budget for the Fiscal Year beginning July 1, 2022.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and communication device.

The award is valid for a period of one year only. The City of Yuba City has received this award since 1998 . We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Yuba City
California**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director

California Society of Municipal Finance Officers Award



The California Society of Municipal Finance Officers (CSMFO) recognizes those entities with highly professional budget documents with two levels of certificates. The first level is the "Meritorious Budget Award", which requires the entity to meet a very specific list of criteria defined by CSMFO. The second level is the "Operating Budget Excellence Award", which requires that the organization meet even higher criteria which effectively enhances the usability of the document.

In preparing this year's Fiscal Year Budget, the staff have once again followed CSMFO's criteria. This document will be submitted to the CSMFO for the Fiscal Year 2023-24 budget award. The award is valid for a period of one year only. The City of Yuba City has received this award since 1998.

2023-24 Annual Budget



Reader's Guide

READER'S GUIDE TO THE BUDGET

The Budget User's Guide provides the reader with an overview of the City's budget process, as well as an explanation of how to understand, read, and use this budget document. The reader can also access our budget document online. Simply download the online version to your desktop and you can navigate the document using bookmarks.

The Budget Preparation Process

The budget itself is the process of allocating limited resources to attain given goals and objectives. The process is dynamic and constantly changing in tune with public interest and needs.

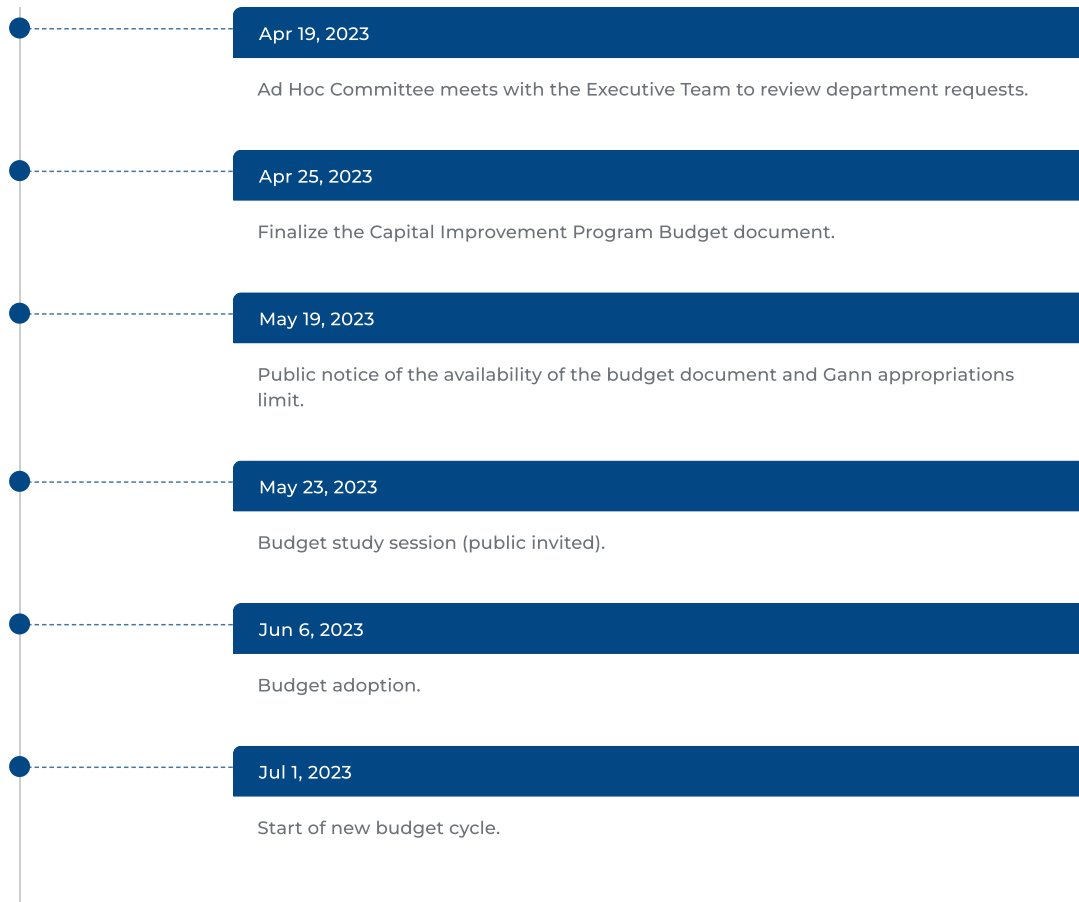
The initial phase of the budget preparation process begins with the City Council Goal Setting session. The Executive Team and Finance staff works to develop a budget calendar and provide overview and training sessions to department staff. In an effort to assist the Council, the Capital Improvement Program budget process was initiated in February 2023.

During the next several months, all departments become involved in a detailed review of the current operating budgets, goals, and objectives. From this analysis, appropriations for new and additional services, positions, and capital acquisitions are prioritized. Finally, in late May, a final review of budget requests is made by the City Manager, Department Heads, and Finance Department staff. As soon as the City Manager approves the final details, a proposed budget document is printed.

Department heads are responsible for ensuring that expenditures within the departmental budget categories of salaries & benefits; materials, supplies and services; and capital outlay do not exceed appropriations. Budget appropriations are made at the line-item level; however, the level of control (level at which expenditures may not exceed appropriations) is total departmental appropriations for each of these budget categories. The City Manager has the authority to transfer up to \$25,000 in appropriations between capital projects and between funds for capital projects in order to meet the policy intent of the City Council. City Council approval is required to transfer appropriations between departments.

The following are some of the more notable dates of our budget process:





Budget Organization

Chapter 1 - Introduction

This chapter provides an introduction to the budget and provides the community profile of the City.

Chapter 2 - Budget Message

The City Manager's Budget Message to the City Council provides an overview of economic conditions, City finances, legislative impacts, as well as key issues and priorities for the City.

Chapter 3 - Strategic Plan & Fiscal Policies

The City's strategic plan is its vision for providing services to the community. In this chapter, a summary of the City's strategic action plan is provided. All departmental goals listed in the department sections are aligned with the City's strategic plan.

The General Plan helps the City map out the look and style of new development so that growth is controlled and the City can maintain a high level of service for its citizens. Development of Specific Plans, Master Plans, and Development Agreements are the cornerstone of implementing the General Plan policies. The City's Growth Policies help to assure the goals of the General Plan are met.

The City's Financial Policies provide a summary of the City's policies addressing the operating budget, revenues and expenditures, utility rates and fees, capital improvement program, long and short-term debt, reserves, investments, and accounting/auditing reporting.

The City operates under the Budget Policies included in the "Strategic Plan & Fiscal Policies" section of the budget document. Once the budget is adopted by the City Council, the responsibility of implementing each department's budget lies with each Department Head, with the ultimate responsibility resting with the City Manager.

Reader's Guide

The City also operates under a set of investment policies required by the California Government Code (Section 53646) and the City's Financial Policy XII. These policies are brought before the Council annually. A summary of the Investment Policy is included in the "Strategic Plan & Fiscal Policies" section of the budget document for reference.

Chapter 4 - Fund Summaries

The Budget Summaries chapter provides a multi-year overview of the City's expenditures/expenses, debt summaries, program summaries, and position changes.

Chapter 5 - Funding Sources

This chapter provides a more detailed overview of each fund's estimated revenue. Overall, the revenue estimates consider current growth patterns. Appropriations, in turn, are based on these assumed revenue increases.

Chapters 6 - Department Budgets, Special Revenue Fund, Internal Service Funds

The department chapters represent the main body of the budget document. Each departmental section has the following:

- Mission Statement
- Organization Chart
- Service Description
- Strategic Issues (aligned with the City's strategic plan)
- FY 2022-23 Accomplishments
- FY 2023-24 Initiatives
- Performance Measures
- Budget appropriations by object (line-item) for the year

Special Revenue Funds

This chapter includes funds that provide Special Revenue activities. In most cases, these funds represent activities that are provided by specific user fees, charges, taxes, or grants. These revenues are usually legally restricted to expenditures for specific purposes. Special Revenue funds included within this budget are:

- Streets & Roads
- Transportation Development Act
- Traffic Safety
- Landscaping Assessment District
- Development Impact Fees
- Community Development Block Grant (CDBG) & CDBG Housing RLF
- CDBG-CV Program
- HOME
- Supplemental Law Enforcement
- Residential Street Lighting
- Fire Mitigation
- DOE Energy Conservation
- Recology Rate Stabilization
- American Rescue Plan Act

Internal Service Funds

The Internal Service Funds allow for the accumulation of resources for equipment replacement, ease in costing and pricing of services, and the ability to accumulate the total cost of each activity. This chapter contains the City's eight internal service funds:

- Vehicle Maintenance
- Vehicle Replacement

- Technology Equipment Replacement
- Employee Benefits
- Dental/Vision
- General Liability
- Workers Compensation
- Disability Program

Chapter 7 - Capital Acquisitions

This chapter provides details on the equipment acquisitions for each department of each fund. Capital items are those that cost more than \$5,000 and have a useful life of greater than one year.

Chapter 8 - Capital Improvement Program

This chapter contains summaries of the CIP projects which are recommended to be funded in FY 2023-24, as well as over the subsequent four years. Detailed project information is contained in the 2023-2027 Capital Improvement Budget document.

Chapter 9 - Glossary

The glossary of budget terms is provided to better familiarize the reader with some of the budgetary and financial vocabulary found throughout the budget document. The glossary also contains a description of all the fund types and a brief explanation of the accounts used.

Basis of Budgeting and Accounting

The City of Yuba City's accounting records are maintained in full accordance with Generally Accepted Accounting Principles (GAAP), as established by the Government Accounting Standards Board (GASB). Government fund types (General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds), agency funds, and expendable trust funds are maintained on a modified accrual basis of accounting (see Glossary). Proprietary fund types (Enterprise Funds and Internal Service Funds) and non-expendable trust funds are maintained on an accrual basis of accounting (see Glossary). For a further description of the various fund types used by the City, please refer to the Glossary chapter. Budgets are adopted annually on a basis consistent with Generally Accepted Accounting Principles (GAAP); the same guidelines used in the preparation of the year-end financial statements. Thus, revenue estimates generally anticipate amounts that will be considered earned and available to meet current period expenses for the coming fiscal year. Certain expenses obligated in FY 2022-23 will not have been paid by June 30, 2023, but are estimated in FY 2023-24. Salaries, for example, have been estimated in the budget as long as they are expected to have been obligated for time worked by the end of June 30th, even though they will not have been paid until the first or second week of July.

Yuba City at a Glance

History

The most compelling landmark of Sutter County, and featured on Yuba City's logo, is the Sutter Buttes.



This miniature mountain range, which thrusts upwards about 2,100 feet, was valued by Northern California Indians, known as Nisenan, Wintun, and Patwin, as an important place to visit for hunting and gathering and ceremonies—as the Sutter Buttes are an important part of their creation story. The range is a perfect rosette circle, about 10 miles in diameter and encompassing about 80,000 acres, created by a series of volcanic eruptions 1.5 to 2 million years ago. Even today, people come from far and wide to celebrate the presence of this beautiful place.

In 1834, an adventurer named John Augustus Sutter left Switzerland, leaving everything behind, and set sail for America. Attracted by tantalizing reports about the West, he made his way to California. Upon arrival, Sutter became a Mexican citizen and petitioned for, and was granted, land by the Mexican Government that covered territory now comprising the counties of Sacramento, Placer, Nevada, Sutter and the flatlands of Yuba County. Construction of Sutter's fort at New Helvetia began in 1841.



Settlement quickly followed with Sutter officiating as the region's first developer. The fertile river valley had an abundance of game birds, fish, and wood for fuel and was viewed as paradise by the new settlers. Sutter provided jobs and services to virtually all of Northern California. He leased, and later sold, land east of the Feather River, where it joined the Yuba River, to Theodor Cordua. Cordua's ranch and trading post, known as New Mecklenberg, eventually became Marysville.

West across the Feather River, John Bidwell managed Sutter's New Helvetia property, Hock Farm, the State's first organized agricultural endeavor. This land, currently occupied by Sierra Gold Nurseries on Garden Highway, was once home to the largest of Sutter County's Indian villages, the Hocks.



The heyday of Sutter's prosperity ended the day when John Marshall, working at Sutter's sawmill in Coloma, discovered gold in its millrace in 1848.



Samuel Brannan, a merchant and newspaper editor, quickly spread the word that there was gold in California. In July 27, 1849, Sam Brannan, Shasta County rancher Pierson B. Reading and Henry Cheever purchased land from a portion of Sutter's property known as Rancho Nuevo Helvetia. The trio hoped to lay out a town (that developed into the town of Yuba City) that would become the distribution center for supplies going to the gold mines in the nearby Sierra Nevada mountains.

By September 16, 1849, Reading and surveyor, Joseph Ruth, laid out the city in blocks and squares, leveling Indian burial mounds on the site. The name of that Indian Rancheria was Yubum (pronounced *YOU-boom*). The name appearing on the earliest map was "Yubu" and later changed to Yuba. (As in most historical situations, there is some discrepancy in the exact origin. Some claim that the name Yuba is a variant of the Spanish word "Uba or Uva" meaning grapes that were found growing wild along the banks of the river.

When the residents of the rival community across the Feather River formed a city in 1850, they dropped the name Yubaville in deference to the existence of Yuba City, and instead named their town Marysville.



There was always a great rivalry between Marysville and Yuba City. In 1851, the enterprising men of Marysville persuaded the steamer "Lawrence" to make Marysville the terminus of the route. Yuba City's promoters felt its future was secure because it sat on land higher than Marysville, and, considering its location at the confluence of the Feather and Yuba Rivers, would be safer in time of high water.

Unfortunately, after a series of floods had hit Yuba City and not Marysville, traders and commerce chose Marysville as their center of trade. Marysville, located near the gold bearing foothills, soon became known as the "Queen City of the North." Many of Yuba City's residents and merchants relocated to Marysville, which they believed was destined to become the City of the future. One of those who had chosen to move was John R. Ridge, the rightful chief of the Cherokees, an accomplished writer and poet, and editor of the Marysville Herald. He wrote a poem that appeared in the Herald. The first and last stanza is printed below to illustrate the devastating effect on the young City and the prophetic vision of its future:

Yuba City at a Glance

Yuba City Dedicate

By Yellow Bird

The Yuba City silent stands

Where Providence has placed her,

The glory passed to other hands,

That should have by right graced her.

But Yuba City, time will cast

The changes in her favor;

Then in redemption of the past,

Thou'lt stand, whilst others waver.

The complete poem can be found on the granite monument behind City Hall, adjacent to Butte House Road.

By 1852, Yuba City had one hotel, a grocery store, a blacksmith, a post office, a Justice of the Peace, 12 saloons, approximately 20 dwelling homes and a population of about 150.

In 1907, the town of Yuba City experienced a large fire that destroyed most of its business district in the area of Bridge and Second Streets. Community forces organized to incorporate Yuba City as a municipal corporation for the purpose of improving police and fire services, sewage disposal and sanitation, and animal control.

In January 1908, Yuba City was incorporated as a City. The first municipal service to be initiated was a sanitation program. On March 10, 1908, the City Council appointed a scavenger by the name of Johnston to pick up garbage. For his services, including the use of his horse and cart, he received \$3.50 per day. The police department consisted of the elected Marshall and one-night watchman.

On May 17, 1909, the city purchased two nozzles, five hundred feet of hose and two hose carts; and later somebody donated a barn to be used as a firehouse and thus, a fire department, manned by volunteers, was created.

In February 1910, a program was initiated to start a municipal water district. In 1922, the sanitation department worked to create a sewer system. This was also the year when the first zoning ordinance was passed to protect the growing residential section.

The end of World War II brought the first major surge of population to the Yuba City area. Orchards were transformed into new residential subdivisions and Yuba City began to grow west and south from its original center. By the late 1950's, a greater emphasis was placed on the region with Beale Air Force Base personnel contributing to the economy.

As County Seat of Sutter County since June of 1856, Yuba City has been the center of agriculture and commercial activities in the county. The rest, as they say, is "history."

Location

Yuba City is located approximately 40 miles north of the state capital, Sacramento. Two of the State's major economic powerhouses (the San Francisco Bay Area, and Silicon Valley) are within a 2 to 3 hour drive from the City.



Yuba City has developed through the years as a pleasant, residential community, which is the trading and service center for the surrounding agricultural area. Currently the population within the City is 69,014.

The area enjoys many natural and physical assets, including an attractive climate, level terrain, good highway and rail transportation, adequate water, soil and open land for future growth. In addition, the area offers an abundance of recreational, hunting and fishing areas for your enjoyment.

Climate

The area climate is typically one of warm, dry summers and moderately cold winters. Summer high temperatures range from the 80's to 100's, and winter lows in the 30's to high 50's. Most of the annual rainfall occurs from late fall through the spring.

City Government

The City of Yuba City is a full-service General Law City located in the northern part of the Sacramento Valley. Yuba City operates under the Council-Manager form of government, with each of the five Council members elected at-large and serving four-year, staggered terms. From among its members, the Council selects the City's Mayor and Vice Mayor every year. The City Council appoints a full-time City Manager whose job it is to carry out the Council's policy directives and coordinate, control and direct City operations, functions, and projects.

In making its policy determinations, the Council works with advisory committees made up of citizens appointed by the Council, and receives other citizen input from the public at its regular and special meetings. The Council's business meetings are scheduled for the first and third Tuesday of each month in the Council Chambers at City Hall. Other special or study session meetings are scheduled as needed and are open to the public. The public is always invited and encouraged to attend.

Yuba City at a Glance

General Law City

Incorporated January 23, 1908

Form of Government

Council - Manager

Area

16,615 Square Miles – July, 2022

Source: Yuba City Engineering Division

Population

July 2022

Source: CA Dept of Finance. 69,014

Male 49.7%

Female 50.3%

Source: US Census Bureau 2022 Est.

Population by Age

Under age 5 6.3%

5-18 25.4%

19-64 52.1%

65 plus 15.2%

Source: US Census Bureau 2022 Est.

Gross Valuation

Secured \$6,130,493,602

Unsecured \$ 272,763,467

2022-23 Property Data – HdL Coren & Cone

Income

Median Household \$64,225

Source: US Census Bureau 2022 Est.

Municipal Utility Services Wastewater

10.5 million gallon capacity

6.5 million gallons daily average flow

Municipal Utility Services Water

Surface Water Customers:

1 Treatment Plant

17 Million Gallons of Storage Capacity in 9 Tanks

36 Million Gallon Daily Treatment Capacity

Police Protection

1 Station

105 Regular Employees

5 Reserve Officers

Fire Protection

5 Stations / 1 Fire Headquarters

56 Regular Employees

Community Services Facilities

278 Acres

23 City Parks

1 Senior Center

2 Lighted Tennis Courts

6 Lighted Pickleball Courts

1 Aquatic Complex

3 Lighted Softball Fields

1 Skate Park

1 Bike Trail along Feather River

1 Bike Trail along Tierra Buena Area

147 Acre Feather River Parkway

Number of New Single Family Home Permits Issued

2013 50

2014 50

2015 45

2016 46

2017 38

2018 34

2019 49

2020 29

2021 52

2022 48

Source: Yuba City Building Division

Number of Rental Units at Selected Monthly Rents

Amount	Yuba City	Live Oak	Marysville
Less than \$500	494	190	365
\$500 - \$999	2,611	223	1,041
\$1,000 - \$1,499	3,989	234	917
\$1,500 - \$1,999	2,202	164	230
\$2,000 - \$2,499	411	0	30
\$2,500 - \$2,999	71	0	0
\$3,000 or more	82	0	0

Source: US Census Bureau 2021 Est.

Housing Availability:

Number of Owner-Occupied Units by Property Value

	YC	Live Oak	Marysville
0 - \$50,000	668	18	49
\$50,000 - \$99,999	465	32	45
\$100,000 - \$149,999	323	74	188
\$150,000 - \$199,999	488	252	389
\$200,000 - \$299,999	3,608	645	1,127
\$300,000 - \$499,999	6,173	491	264
\$500,000 - \$999,999	1,358	56	52
\$1,000,000 or more	131	13	29

Source: US Census Bureau 2021 Est.

Yuba City at a Glance

Home Sales

2013

Total Closings	698
Average Sales Price	\$205,297
# of Days on the Market	27

Source: MetroList Services, Inc includes: Yuba City only

2014

Total Closings	629
Average Sales Price	\$230,279
# of Days on the Market	41

Source: MetroList Services, Inc includes: Yuba City only

2015

Total Closings	724
Average Sales Price	\$250,995
# of Days on the Market	52

Source: MetroList Services, Inc includes: Yuba City only

2016

Total Closings	816
Average Sales Price	\$263,837
# of Days on the Market	44

Source: MetroList Services, Inc includes: Yuba City only

2017

Total Closings	770
Average Sales Price	\$291,837
# of Days on the Market	35

Source: MetroList Services, Inc includes: Yuba City only

2018

Total Closings	604
Average Sales Price	\$295,570

Source: HDL Newsletter for Yuba City only

2019

Total Closings	829
Average Sales Price	\$304,545

Source: HDL Newsletter for Yuba City only

2020

Total Closings	746
Average Sales Price	\$341,715

Source: HDL Newsletter for Yuba City only

2021

Total Closings	528
Average Sales Price	\$390,000

Source: HDL Newsletter for Yuba City only

2022

Total Closings	695
Average Sales Price	\$440,000

Source: HDL Newsletter for Yuba City only

Yuba City at a Glance

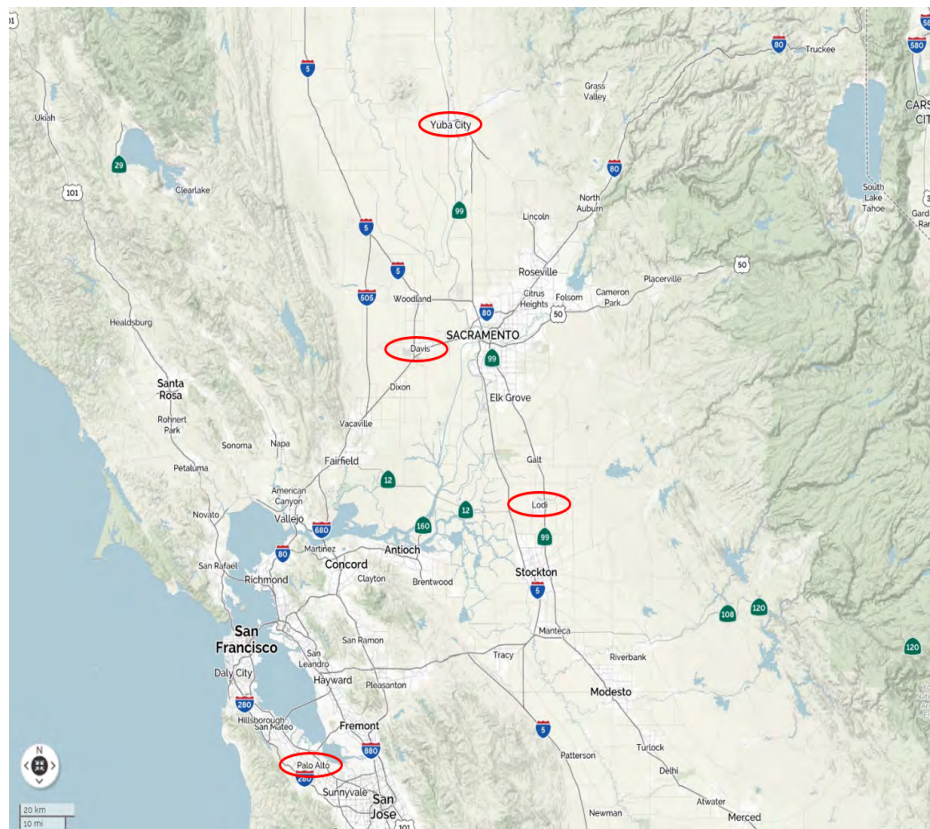
How does Yuba City compare to other cities in Northern California with a similar population?
Let us take a look at a few statistics:

Category	Yuba City	Davis	Lodi	Palo Alto
Population ¹	69,014	67,048	67,258	66,010
Population Growth from 2020 to 2022 ¹	-1.60%	0.30%	1.40%	-3.80%
City Employees ²	329	353	450	1,018
Median Household Income ³	\$ 64,225	\$ 81,231	\$ 70,302	\$ 194,782
% of Individuals below poverty level ³	13.0%	26.4%	14.4%	5.0%
Top two General Fund Revenue Sources:				
1. Property Tax Revenue ²	\$ 15,733,200	\$ 25,531,000	\$ 13,486,880	\$ 59,770,000
Median Home Value ³	\$ 323,700	\$ 697,900	\$ 368,500	2,000,000+
2. Sales & Use Tax Revenue ²	\$ 18,234,200	\$ 17,656,000	\$ 16,779,430	\$ 32,580,000
County ⁴	Sutter	Yolo	San Joaquin	Santa Clara
Current Sales Tax Rate ⁴	7.25%	8.25%*	8.25%	9.125%
Total General Fund Revenue ²	\$ 52,560,900	\$ 72,144,300	\$ 80,565,740	\$ 237,751,484
% of General Fund Revenue from top two Revenue Sources	64.6%	59.9%	37.6%	38.8%

*Note: U.C. Davis Campus Rate is 7.25%

Source:

1. US Census Bureau 2022 Population Estimates
2. 2022/2023 City Operating Budgets
3. US Census Bureau 2017-2021 Annual Estimates of the Resident Population
4. CDTFA Website



Yuba City at a Glance



Population Overview



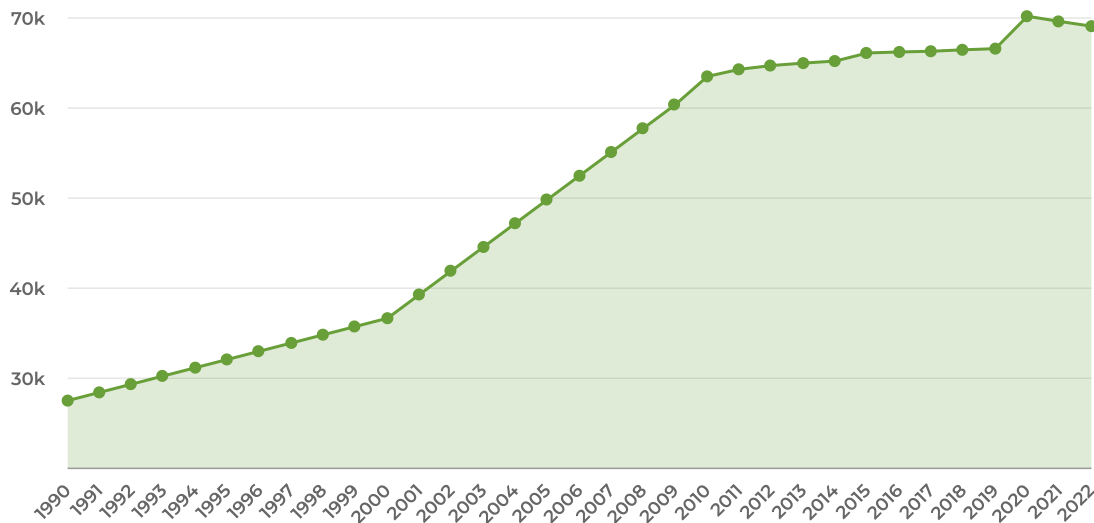
TOTAL POPULATION

69,014

▼ .8%
vs. 2021

GROWTH RANK

2 out of 495
Municipalities in California



* Data Source: Client entered data for year 2022



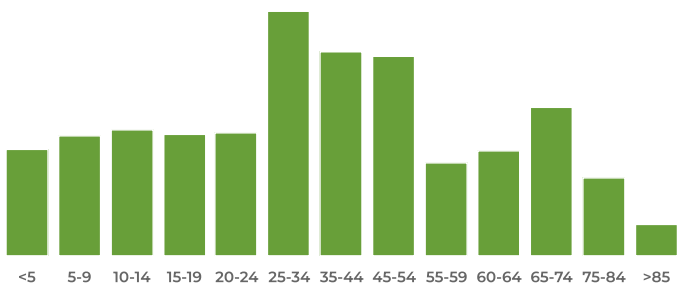
DAYTIME POPULATION

66,394

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

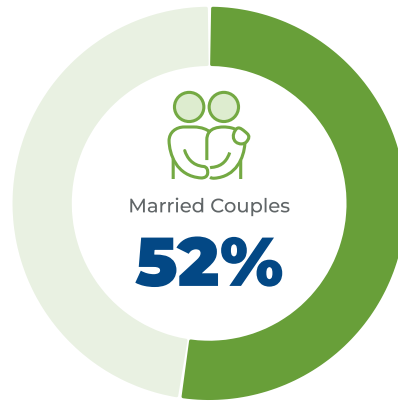
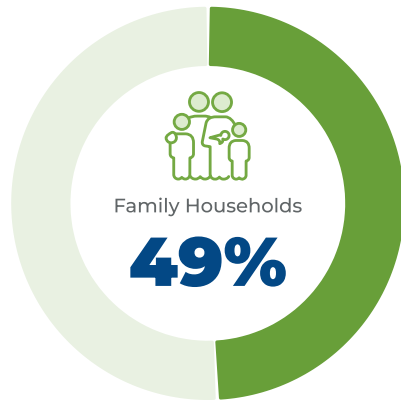
* Data Source: American Community Survey 5-year estimates

Household Analysis

TOTAL HOUSEHOLDS

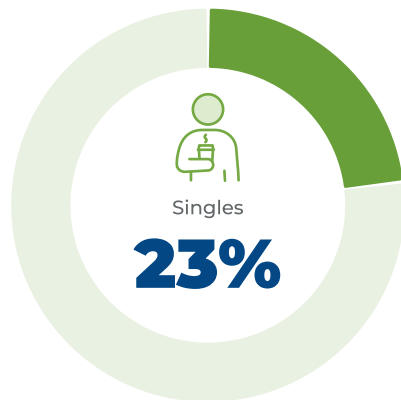
23,398

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▲ 5%

higher than state average



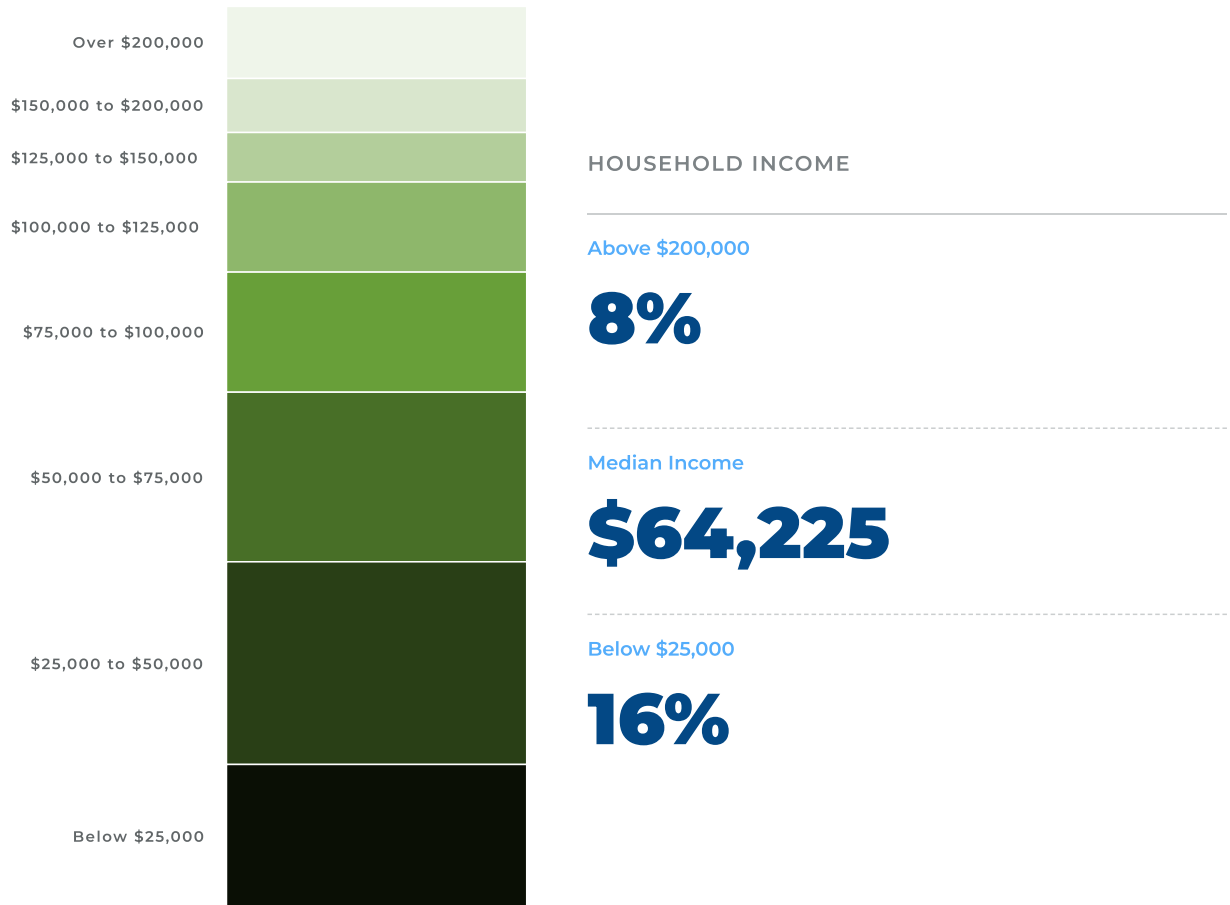
▼ 4%

lower than state average

** Data Source: American Community Survey 5-year estimates*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.

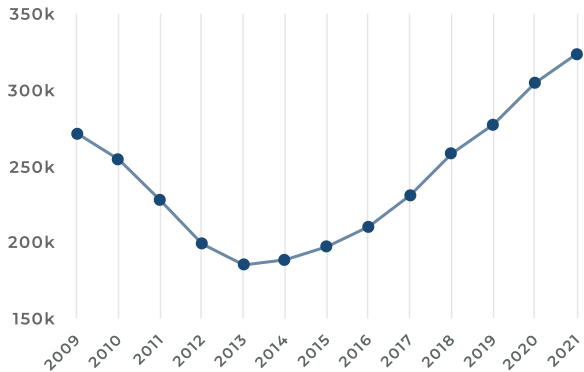


** Data Source: American Community Survey 5-year estimates*

Housing Overview



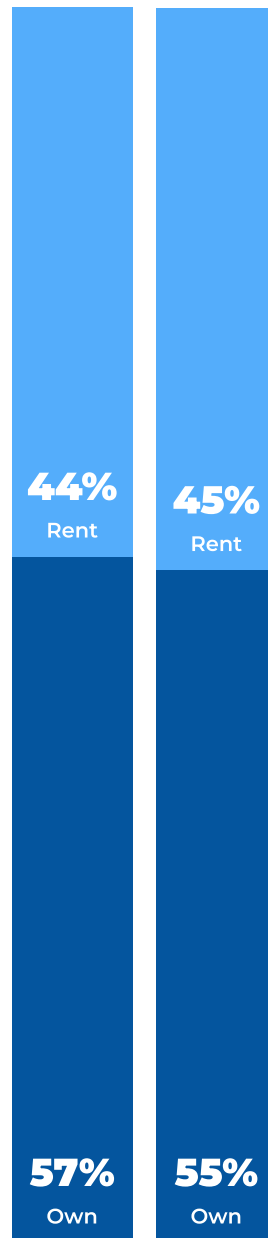
2021 MEDIAN HOME VALUE
\$323,700



* Data Source: 2021 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Yuba City State Avg.



HOME VALUE DISTRIBUTION



* Data Source: 2021 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

* Data Source: 2021 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



BUDGET MESSAGE

City Manager's Message



July 1, 2023

Honorable Mayor and Members of the City Council,

On behalf of city staff, it is my pleasure to submit to you the adopted budget for Fiscal Year 2023-2024.

The budget serves as the City's primary financial management tool and is an important expression of policy regarding public services and community priorities. The budget considers the City's short and long-term organizational goals in consideration of available revenue. As such, the budget is utilized as both a financial plan and a communication device. The fund summaries provide an understanding of the financial condition of the funds that comprise the overall budget. The budget includes organizational charts, descriptions of services provided, accomplishments, initiatives, and performance measurements to better explain the functions and program objectives of each department. This message highlights changes in the economy, financial conditions, legislative issues, and key issues for the City. This report also highlights the major accomplishments of the past year.

A Balanced Budget

The FY 2023-24 operating budget includes a deficit of \$3.87 million for the City's general fund. The City is transferring funds from Budget Stabilization reserves to offset the deficit. In FY 2017-18, the City had a surplus on a budget basis for the first time in many years, which the City had again in FY 2018-19 through FY 2021-22. In the four years prior to FY 2017-18, the City had a deficit on a budget basis, but it still ended the year with a surplus due to one-time savings from vacant positions. Vacancies have been the major contributor to budget surpluses in all the years since until FY 2022-23 when the City made the difficult recruitment and retention decision to give historic raises coupled with staggering pension, energy, and materials cost inflation.

The City evaluates and updates its long-term financial plan annually and City Council formed a two-member ad hoc committee to review each department further and make budget amendment recommendations to the entire council. To address a forecasted future deficit, City Council also appointed a revenue ad hoc committee to evaluate new revenue ideas.

Compared to the adopted FY 2022-23 budget, the FY 2023-24 adopted budget includes revenue increases of \$968 thousand (does not include one-time transfer of Budget Stabilization Reserves) and expenditure increases of \$4,866,542. The largest increases in general fund revenue are sales tax \$749,300 and property tax \$357,200. Expenditures for salaries and benefits increased by \$4,311,850. Materials, supplies, and services increased by approximately \$284,500. Other expenditure budget changes include increases to ISF, \$90,695, Debt Service, \$79,492, Animal Services, \$128,620, and a decrease to Recreation Programs, \$-33,705.

Personnel expenditures for salaries and benefits continue to be the largest portion of the budget at \$52.9 million for all funds, representing 75.6 percent of the general fund and 26.2 percent of the enterprise operating funds.

Future Challenges

The City has evaluated our unmet financial needs and identified the four items that require the most attention:

1. CalPERS unfunded liabilities
2. Deferred infrastructure maintenance & replacement
3. Economic development initiatives
4. Funding Council's goals

Since identifying these needs, significant progress has been made including:

CalPERS unfunded liabilities. An IRS Section 115 Trust held by an independent third-party trustee has been established: \$2 million of general fund reserves were set-aside in FY 2015-16 and general fund surplus and interest earnings have continued to fund the plan to a balance of \$4.86 million at end of FY 2022-23. The City acknowledges that we have a significant unfunded CalPERS liability and are

taking further steps to address it in FY 2023-24 by creating a policy to direct city council and staff on future funding efforts. The unfunded actuarial liability increased from \$57.9 million as of the June 30, 2021 actuarial reports to \$98.8 for the June 30, 2022 actuarial reports. The change was attributable to:

1. A loss in net assets (\$10.6 million) due to the two consecutive years that CalPERS missed their return on investment goal of 6.8 percent on its investments for the calendar year, 2022; and
2. An increase in the liabilities mostly due to salary growth through COLAs, equity adjustments, and fewer vacancies in higher paid positions; and
3. The average salary increase was above the CalPERS estimate of 3.0 percent.

The City percentage funded status for all CalPERS plans decreased to an average of 70.7 percent as of June 30, 2022, and recent CalPERS investment returns of 5.8% will have the ongoing effect on the City's funded status and likely drop it to the high 68th percentile by FY 2024-25.

Deferred infrastructure maintenance & replacement. The City has identified needs and must secure funding through current fund balances, grants, rates, bonds, or low-interest loans for our current or future capital improvement program (CIP) budget for: \$18,474,000 for road maintenance and rehabilitation; \$5,977,000 for Walton Avenue Improvements; \$1,946,000 in ADA public facilities sidewalk improvements; \$1,407,000 for the Tuly Parkway-Queens Avenue Extension; \$23,728,000 in current water plant and distribution system improvements; and \$19,699,000 in wastewater plan and collection system improvements. Again, these needs are included in a five-year plan, pending the City's ability to fund them.

Economic development initiatives. The City is part of the Yuba Sutter Economic Development Corporation and the Greater Sacramento Economic Council (GSEC). In addition, the City Council has worked to reduce fees and eliminate barriers for development, as well as negotiated a master tax exchange agreement with the newly annexed Bogue Stewart Master Plan area.

Other unmet needs. An additional unmet financing need concerns annual contributions for the eventual replacement of all general fund fleet vehicles and equipment. A flat contribution of \$800,000 for FY 23/24 was allocated for replacement of general fund fleet vehicles and equipment. Yuba City has begun leasing light and medium-duty vehicles through Enterprise Fleet Management and the City has used lease financing for some heavy-duty vehicles, such as fire apparatus and Public Works vehicles, to find savings in funding the fleet and fleet maintenance. While waiting for orders of vehicles to be manufactured and shipped, the City will continue evaluating these programs for efficiency and cost savings.

Status of Employee Bargaining Contracts

City Council established guiding principles as part of their negotiations strategy. Their priority areas of focus are as follows:

- Fiscal sustainability
- Address CalPERS unfunded liabilities
- Focus on recruitment/retention for difficult-to-fill positions
- Prioritize essential services

By the start of the fiscal year, the City will have met with a few bargaining groups and intends to finalize agreements or fiscal reopeners (side letter agreements) and intends to discuss COLAs or the value equivalent in items for all units. The City remains cautious of ongoing salary increases which further increase CalPERS costs and balances that against paying competitive wages to attract and retain qualified personnel.

Other General Fund Resources

The City has approximately \$27.1 million in general fund reserves available as follows:

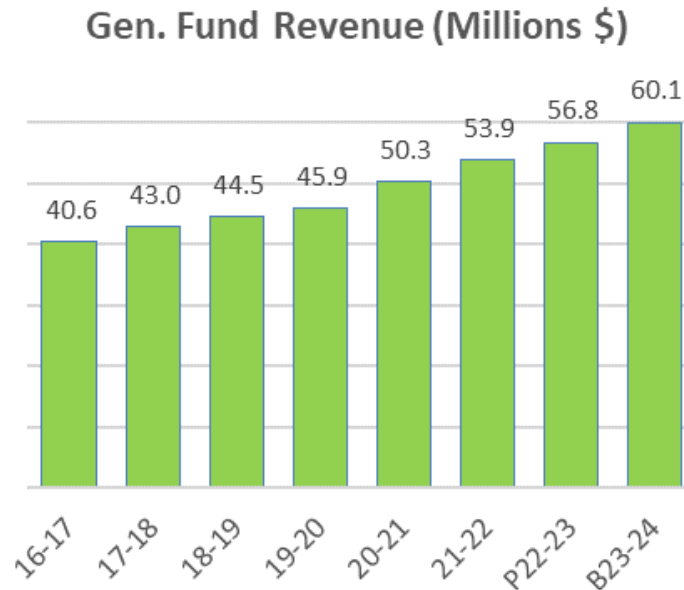
Healthy Cities Reserve	\$8.6 M
Pension Stabilization Trust	4.5 M
Unallocated CIP	1.3 M
Vehicle Replacement	8.6 M
Budget Stabilization Reserve	2.5 M
Development Impact Fess	1.6 M
Total	\$27.1 M

The funds in the pension stabilization trust are restricted and can only be used towards future retirement costs for employee pensions. The reserves, however, do constitute resources available because the City can use the funds to make CalPERS payments in future years if required payments escalate to a level that may exceed annual revenue increases.

The funds in the vehicle replacement plan (VRP) fund are collected for the ongoing replacement of the City's fleet of vehicles; they also could be used in the event of a fiscal emergency

Economic Conditions

There have been positive and marked changes with regard to the revenue portion of the budget. General fund revenue has continued to exhibit steady growth in the past few years. This budget anticipates that revenue will flatten, then continue to increase with new development in the coming years. Below is a summary of general fund revenues (in millions) on an actual basis historically along with FY 2022-23 projected and the FY 2023-24 budget:



The table above shows Yuba City's general fund revenues have increased to \$60.1 million, including transfers.

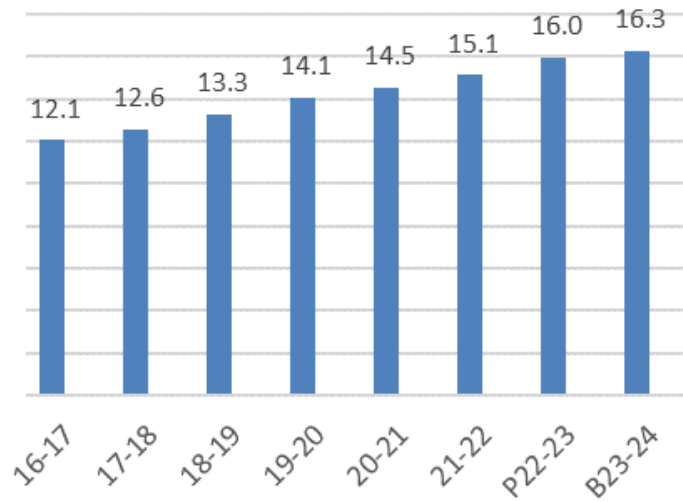
Property tax revenue will level off in FY 2023-24 after steady growth. Second quarter home sales volume in Yuba City was 35.0 percent lower in 2023, and median prices were down 3.3 percent. Recorded sales volume has declined from its recent peak in late 2021 with low home inventories in Yuba City. The median price paid for Yuba City homes sold in the second quarter was \$429,000, down from \$460,000 in the prior year, as high borrowing rates stifle demand.

From FY 2017-18, general fund values increased each year until FY 2022-23 as follows:

FY 2018-19	4.9 percent
FY 2019-20	5.4 percent
FY 2020-21	4.6 percent
FY 2021-22	2.9 percent
FY 2022-23	5.3 percent

Values are budgeted to increase by 4.8 percent in FY 2023-24 with the pace of subsequent increases slowing due to high borrowing costs and decreasing home sales volume. The City is anticipating the sales volume to continue to decline or hover and home values remain steady or increase modestly as more homes are expected in the market due to new construction.

Property Tax (Millions \$)

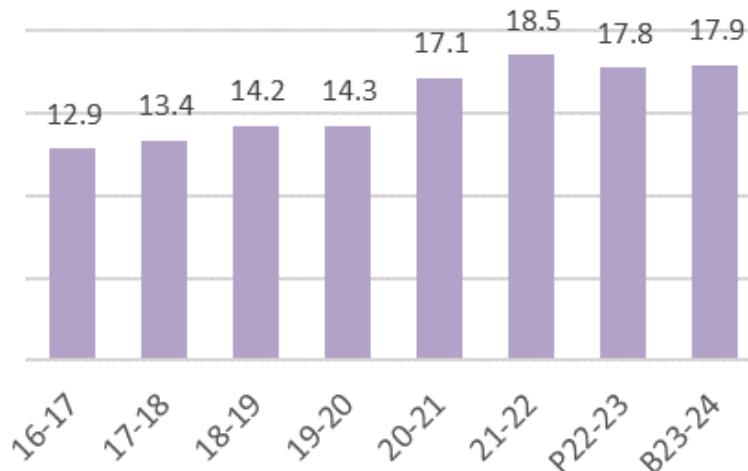


From FY 2015-16 and until FY 2021-22, sales tax has grown each year and changes by the following percentages:

FY 2015-16	3.93 percent
FY 2016-17	1.65 percent
FY 2017-18	1.00 percent
FY 2018-19	6.37 percent
FY 2019-20	0.47 percent
FY 2020-21	20.12 percent
FY 2021-22	14.12 percent
FY 2022-23 Proj.	-4.40 percent

Brisk sales tax revenue in FY 2020-21 and FY 2021-22 were supported by consumers remaining loyal to their local transportation vendors, which include agriculture equipment, and recreational vehicle dealers. This revenue source received an additional boost from online sales which are collected in the county pool. The county pool, which Yuba City collects approximately 70% of, receives revenue from online retailers and has grown 50% beginning in 2019 since the Wayfair decision in 2018 which requires out-of-state retailers to report online sales tax revenues in the jurisdiction of the buyer. The post-pandemic economy has soured with labor shortages and supply-chain issues. The FY 2022-23 and 2023-24 revenues will reflect this and only some new revenue sources or development will nudge this revenue higher.

Sales Tax Revenues (Millions \$)



Financial Summary

Revenues: Budgeted General Fund revenues for FY 2023-24 are \$3,461,600 more than the budget for FY 2022-23 and total \$60.1 million. Significant revenue changes for FY 2023-24 include:

Budget Stabilization/CIP Trxfr.	\$6,600,000
Cost Allocation Transfers	1,027,300
Property Tax	269,700
Sales Tax	266,700
Recreation Program Fees	108,500
Other & PY Onetime Revenue	(4,810,600)
Total	\$3,461,600

Water Fund revenues have increased each of the past several years due to scheduled Proposition 218 ballot-approved rate increases, despite lower use from conservation during the drought years. With the end of the drought, expect to see continued revenue increases in FY 2023-24 from a reduction in conservation after the drought and the last allowable rate increase without going back to the ratepayers for approval. Wastewater revenue will also benefit from the last rate increase as it is billed at a flat rate and will not fluctuate much from the drought ending. A utility rate study is underway, and ratepayers will be presented with funding options in the spring of 2024.

Expenditures: General Fund expenditures have increased by \$4,860,000 (9.3 percent) to a total of \$57.4 million, not including future increases from negotiated bargaining unit agreements. The largest components of the changes relate to:

Payroll/position changes	\$4,305,600
Material Supplies & Services	284,300
Animal Services Costs	128,600
Internal svc. fund changes	90,700
Debt service increases	79,500
Change in recreation program	(34,000)
Change in capital acquisition	5,300
Total	\$4,860,000

The FY 2023-24 budget includes authorization for 321.5 full-time positions, increasing by 11 positions over the previous year. Ten of the positions are in the General Fund and consist of one Finance Analyst II, one Human Resources Analyst III, one Plans Examiner, one Building Technician, one Public Works Administrative Clerk III, two Streets Maintenance Workers, three Dispatchers, one Fire Safety Inspector, one Parks Maintenance Worker, and the deletion of one Administration position that was never fully developed and had no title.



Water Fund expenses have increased by \$984 thousand due to gas and electricity costs and the rising cost of chemicals used to treat drinking water. Wastewater Fund expense increases of \$254 thousand are due to the rising cost of Recology biosolid disposal and chemicals.

Long-Range Outlook: The long-range fiscal model allows the City to look beyond the immediate fiscal year for planning purposes. The City strives to prepare realistic revenue projections that are conservatively optimistic. In the event of a slowdown in the local economy or the onset of a national economic downturn, the City does not want to over-project revenue resources, thereby requiring a reactive response in adjusting the budget. This dictates prudence in developing the proposed expenditure plan. Staff monitors the two costs which over the past ten years continue to escalate at a rapid pace: 1) CalPERS retirement costs; and 2) CalPERS healthcare costs (even though the City experienced flat healthcare rates for the City's Blue Shield plan, historically the CalPERS Health average increase has been five percent per year). The City has concerns regarding the sustainability of CalPERS costs at the level they are currently projected to grow to—a concern that is shared by the CalPERS Board and is being actively evaluated. The City conducted a series of six, monthly CalPERS workshops in 2019, open to the public, to discuss concerns regarding the sustainability of CalPERS, the City's increasing costs, and the City's unfunded actuarial liabilities.

We anticipate the City's historically increasing levels of sales tax, property taxes, and other revenue sources to level off in FY 2023-24. The City will continue to monitor these revenues and consult with our business community to ensure we are sustaining a balanced budget long-term.

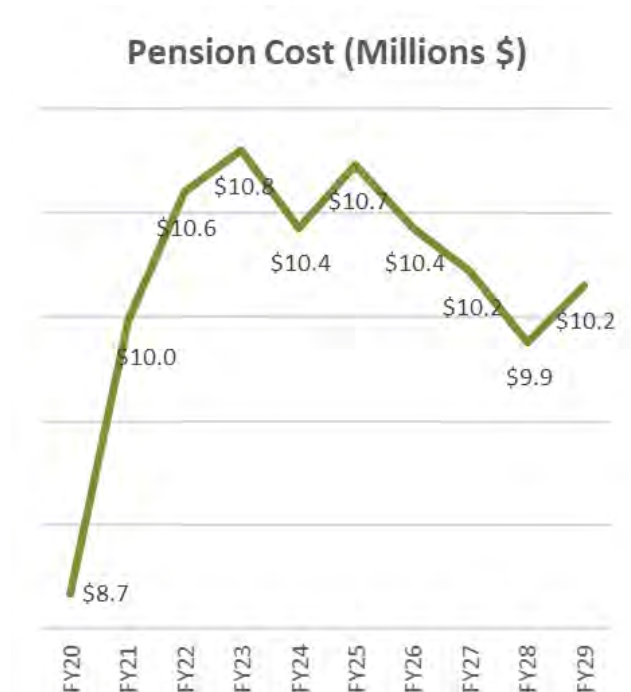
Continuing CalPERS Cost Escalation

The City has already included CalPERS cost escalations over the next several years into its long-range financial projections considering the following factors:

- Investment losses or small gains are the new normal and further discount adjustments are imminent;
- CalPERS adjusted its actuarial calculations to reflect longer life expectancies;
- CalPERS Board approved changes to the amortization and smoothing policies which spread investment returns over a 20-year period with experience gains and losses paid for over a rolling 30-year period;
- CalPERS adopted changes to the risk pooling structure which results in savings to Yuba City's safety plans equal to approximately \$200,000 per year;
- CalPERS used a large investment return to fund a system-wide reduction in the rate assumption from 7.00% to 6.80% as prescribed in the 2015 Risk Mitigation Policy. We will see the impacts in our valuation reports in FY 2023-24.

- Yuba City is in the process of labor negotiations with optimism that all economic reopeners and new agreements can be in place by the second quarter. COLAs and other benefits adjustments are being discussed that will increase pension costs into the future.

Changes previously made to the City's retirement system should lower pension costs over the *very long term*. This includes the transition to a two-tiered retirement system (with lesser benefits for new hires) and the creation of a third-tier retirement system created through state-mandated pension reform laws (referred to as PEPR). However, in the short term any savings are expected to be minor when offset by the increased CalPERS cost over the next five years. Below is a chart which shows changes in the projected CalPERS rate increases.



You can see above that the latest actuarial reports (dated June 30, 2021) show an anticipated increase in retirement costs from \$8.7 million in FY 2019-20 to \$10.8 million by FY 2023-24 before periods of estimated increases and decreases mostly due to the 2021 sizable investment gain. This graph changes from year-to-year depending on CalPERS fund investment returns, pay increases, and assumption changes. Staff believes this graph will appear much differently in the coming years as the 2022 investment losses and wage increases begin to appear in the actuarial reports. The Yuba City finance team uses the CalPERS Pension Outlook tool to project that the cost increase trend will continue until approximately FY 2032-33. While CalPERS costs continue to grow, adding to the pressures of balancing competing, unmet needs, the Public Employee Pension Reform Act (PEPRA), which took effect in 2013, will be effective against rising pension costs with Yuba City projected to be fully funded in FY2044-45.

Summary

The following table summarizes projected revenues and expenditures for the City's major operating budget funds:

	FY 2023-24 Revenues	FY 2023-24 Expenditures	Net Surplus or (Deficit)
General Fund	\$60,129,610	\$57,401,844	\$2,727,766
Water Operating	\$17,750,700	\$16,656,461	\$1,094,239
Wastewater Operating	\$20,768,800	\$17,829,299	\$2,939,501

The net surplus shown above for the general fund includes a \$2.5 million transfer of ARPA/HR 1319 revenue loss funding to the newly created budget stabilization fund, leaving an anticipated surplus of just under \$228 thousand after transferring \$6.6 million of reserves to the general fund. The transfer of reserves to the general fund is included in the revenues above. Both the water and wastewater operating funds will be utilized for infrastructure replacement, future capital project needs, and debt service repayment on anticipated future bonds based upon large capital project needs.

Legislative Issues

The State of California eliminated redevelopment in FY 2011-12. Yuba City's redevelopment agency (RDA) and all other redevelopment agencies throughout the state were ordered to "wind down." Yuba City opted to continue in the capacity of the Successor Agency (SA) to the former Redevelopment Agency as part of the process. The FY 2023-24 budget includes only the cost allocation reimbursement to the general fund for staff support services provided to the SA and the scheduled debt service payments made on behalf of the SA (shown on the Debt Summary pages of the budget). This is because the SA is now a separate legal entity. During FY 2014-15, the SA received its Finding of Completion from Department of Finance and submitted its Long Range Property Management Plan (LRPMP) for approval. Department of Finance approved the LRPMP in September 2015, enabling the SA to begin selling property and winding down the affairs of the former agency.

Key Issues and Priorities

This budget focuses on the maintenance of existing services and infrastructure. At the City Council's Annual Goals & Priority setting Workshop held in May, 2022, the Council's priorities were refined as follows:



Quality of Life

- Public Safety—Safe Community: Ensure the Highest Level of Public Safety
- Fiscal Stability: Maintain and Enhance the Fiscal Stability of Yuba City
- Business Friendly: Yuba City is "Open for Business"
- Infrastructure: Identify and Address our Infrastructure Financial Needs

Examples of how City Council plans to implement these goals and priorities are following:

- Ensure the Highest Level of Public Safety (Safe Community):
 - Prioritize Staffing
 - Public Safety Community Awareness
 - Emergency Preparedness
- Maintain and Enhance the Fiscal Stability of Yuba City:
 - Ensure ongoing expenditures are supported by ongoing revenues
 - Develop a plan to manage the impact of pension costs
 - Evaluate and enhance relationships with allied agencies
 - Manage and stabilize/justify water and wastewater fees
 - Explore opportunities to expand and diversify City-wide revenue sources
- Ensure that Yuba City is Open for Business:
 - Review the City's Development Impact Fees
 - General Plan/Zoning Code Updates
 - Branding and Marketing
 - Process Improvement and Development
- Identify and Address our Infrastructure Financial Needs:
 - Infrastructure Investment
 - Community Involvement
 - Ensure the City's Physical Infrastructure is Planned, Funded and Maintained
 - Fix and Maintain City Roads

Accomplishments

Some of the major accomplishments in the past year include:

- Maintained a system of transparency, public engagement and collaboration. Thus, ensuring the public's trust.
- Continued to monitor the City's financial health during the post-pandemic economy to provide financial transparency.
- Established a think forward approach to economic development, critical event preparedness, and day-to-day community safety.
- Provided a clear vision for the City, with engaged elected officials, citizens and a highly professional workforce who leverage their experiences, knowledge, and diligence to make Yuba City a vibrant community.
- Maintained our dedication to community development.
- Increased Quality of Life by ongoing efforts to improve efficiency and effectiveness of public resources in the delivery of City services, programs, and long-term maintenance and viability of public facilities.
- Evaluated services and programs regularly to confirm importance to community, adequacy, and cost benefit.
- Collaborated with regional and community partners to evaluate and implement strategies to reduce homelessness.
- Continued online viewing of City Council meetings offering alternative public access.
- Enhanced collaboration efforts between local government partners to achieve goals and priorities.

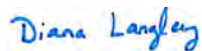
Conclusion

The City Council has provided fiscal leadership and positive guidance in setting the overall priorities for operations and capital facilities through their strategic planning session; a budget ad hoc committee of the City Council formed to hear and prioritize all of the current departmental budget requests and recommend budget amendments to the council members based on updated revenue projections, quarterly; and the engagement with the community during the budget workshop conducted earlier this year. This year's budget continues to provide for the maintenance of critical services and public facilities. The capital budget focuses on the maintenance and enhancement of our existing infrastructure, water, wastewater, transportation, and levees. The current capital budget includes approximately \$85.4 million in current and anticipated future funding for projects.

Special recognition goes to our employees for continuing to work hard and serve the citizens of our community with a high level of public service. In addition, our Director of Finance, Spencer Morrison, and the Finance team must be recognized for their dedicated efforts and countless hours in putting together the City's financial plan for the next fiscal year and providing the data included in this message and that which is used throughout the year for management's and City Council's decision-making.

It is through the support of the City Council that staff is able to advance Quality Service, Innovation, and Leadership in the community; that support is greatly appreciated. Thank you.

Respectfully submitted,



Diana Langley
City Manager

STRATEGIC PLAN & FISCAL POLICIES

Strategic Goals



City Council

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Plan and prepare for the City's future growth through the General Plan and zoning update. Ensure that specific plans and annexations follow the adopted growth policies, thereby making Yuba City a desirable place to live and work.

1	2	3	4
*	*	*	

2. Investing in a fiscally responsible infrastructure program, which includes: transportation, bridges, road widening, interchanges, sewer and water, levee improvements and storm drains, which are critical to the long-term economic health and livability of Yuba City.

1	2	3	4
	*	*	*

3. Having a strong economic policy that provides a business-friendly environment which develops and maintains programs and policies to promote, attract and retain local businesses. Supporting a vibrant, appealing and accessible downtown that may attract residents and visitors so as to enhance tax revenues, increase job growth and the overall quality of life.

1	2	3	4
	*	*	*

4. Committing the necessary resources, including Public Safety (Police, Fire, Flood Protection), to ensure a safe living environment for the community.

1	2	3	4
*			

5. Maintaining high ethical standards and good moral judgment must be foremost in the actions of the City Council. Continuity of services through development of our organization are rooted in leadership and succession planning.

1	2	3	4
	*	*	

City Manager

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Planning for the future of the City, both internally as well as externally, looking to long-term positive outcomes, making Yuba City a desirable place to live and work.

1	2	3	4
*		*	*

2. Implementing the new General Plan, the downtown Strategic Plan, Infrastructure Plan, and an employee development plan which will produce long-term economic benefits to the City in order to meet its service delivery requirements for a growing city.

1	2	3	4
	*	*	

3. Ensure implementation of City growth policies to provide for improved quality of life for all City residents.

1	2	3	4
*	*	*	*

4. Provide for the long-term economic health of the City through prudent fiscal stewardship.

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			*

City Clerk

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

-
1. Continue to use technology to create a more efficient method of maintaining official records and provide easy access to records for the public and City staff through the City's website.
 2. Enhance outreach to the community to increase participation and diversity on the City's Boards, Commissions and Committees.
 3. Be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust. Transparency in government promotes accountability and provides information for citizens about what their local government is doing. Local government should be easily accessible, dynamic, and contain the information that is the most desired and useful to the community.

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		*	*

1	2	3	4
		*	

1	2	3	4
	*	*	

Finance

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Monitor the General Fund budget every 90 days. We will monitor the City's revenue and expenditures and report to Council, City employees and the public every 90 days in order to assure financial information is communicated timely and corrective action may be taken to address the City's structural budget deficit.
2. Long Range Financial Planning. By evaluating the City's budget on a multi-year basis, the City is able to plan on a long term basis so that resource allocation is better aligned with the organizational mission.
3. Use of technology. Finance is transitioning to an almost paperless office by utilizing an electronic document scanning system. Staff will continue to store documents in electronic format in the Docuphase system.
4. Access to Information. Integration of reporting software through the use of www.yubacity.net (Direct Link Systems) provides a means for the public to register compliments, questions and complaints for City officials' review and response.
5. Continue to apply for and receive awards for the City's Budget and ACFR (Annual Comprehensive Financial Report).
6. Access to Information. Maintenance of the City's information system through the use of GIS (Geographical Information Systems) provides a means for employees and the public to access consistent and current information.
7. Promoting Services. Enhancing communications with our customers (both employees and citizens) and promoting our City services will increase the spread of information and ideally increase civic awareness.

1	2	3	4
			*

1	2	3	4
*	*	*	*

1	2	3	4
	*		*

1	2	3	4
*	*	*	*

1	2	3	4
			*

1	2	3	4
*	*	*	*

1	2	3	4
		*	

Human Resources

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Review current benefits packages in order to provide excellent benefits to our employees while negotiating the best possible rates.

1	2	3	4
*			*

2. Provide for a comprehensive Risk Management Program including: safety training to include updated OSHA mandates and a reduction in the number of workers' compensation claims and length of time off work.

1	2	3	4
*			*

3. Continue staff training, and cross-training, in order to increase efficiency, provide professional development, and maintain up-to-date knowledge of changing technology, labor laws and regulations affecting both Human Resources' and the City's operations.

1	2	3	4
*			

4. Continue the City's outreach to the community to increase applicant diversity.

1	2	3	4
		*	

5. During negotiations with bargaining units, maintain service levels.

1	2	3	4
*	*	*	*

6. When conducting business with each other and our customers, we will be fair and open-minded in our interactions while maintaining a high level of sensitivity and confidentiality.

1	2	3	4
		*	

7. Be an internal resource for the City's management and supervisors in dealing with a wide range of issues.

1	2	3	4
		*	

8. During ever-changing times, continue to expand knowledge and execute precise and necessary tracking and knowledge of the Affordable Health Care Act (ACA).

1	2	3	4
*		*	

Development Services

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Ensure implementation of City's Growth Policies to promote a comprehensively well planned community that will provide for an improved quality of life for all City residents.

1	2	3	4
*	*	*	

2. Ensure public health and safety in building construction by providing an informed and knowledgeable working staff that can perform the necessary plan check review and inspection of all construction projects within the city.

1	2	3	4
*	*	*	*

3. Continue pre-annexation zoning for the Sphere of Influence in conformance with the General Plan Land Use Diagram through the completion of master and specific plans and with policy direction from the City Council.

1	2	3	4
		*	*

4. Provide for alternative development of the City's former Redevelopment Area now that the Redevelopment Agency has been dissolved.

1	2	3	4
	*	*	*

5. Continue to promote new economic development opportunities for business expansion, retention and attraction through the implementation of a "business – friendly" development approval process.

1	2	3	4
		*	*

6. Continue to provide and expand the supply of decent, safe, sanitary, and affordable housing for all economic segments of the community.

1	2	3	4
*	*	*	*

7. Provide for proactive code enforcement services that will ensure a safe and attractive community.

1	2	3	4
*		*	

8. Enhance communications between the City and our customers by providing an open discussion forum for feedback on department services.

1	2	3	4
		*	*

Fire

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. Our growing community continues to increase the demands placed upon our Fire Department. We will remain committed to getting the right response personnel and equipment to the right place as quickly as possible.

1	2	3	4
*		*	

2. Local, State and Federal requirements involving staffing, deployment and personnel issues will continue to impact our ability to provide essential services. Staffing levels and organizational structure, along with recruiting, training and retaining quality employees will continue to be a top priority.

1	2	3	4
*			*

3. Our community is accustomed to receiving high quality fire and life safety services. These services do come with a cost. Cost recovery, where appropriate, and revenue generation will continue to be a priority for the Fire Department.

1	2	3	4
*		*	*

4. Fire prevention efforts are well documented as being more cost effective than fire suppression efforts. Enhancing the requirements for built-in fire protection systems in Yuba City will be pursued.

1	2	3	4
*	*	*	

5. Cooperating with neighboring fire and life safety service providers is in the best interests of our community. The Fire Department will continue to evaluate and pursue cooperative service agreements when possible.

1	2	3	4
*			

6. Through Fire Department Leadership Training, we continue to build upon our Fire Department Vision of "Embracing a Lifestyle of Passion, Integrity and Honor, through Selfless Customer Service, Investing in our Employees and Investing in our Infrastructure."

1	2	3	4
*	*		*

7. In an effort to be better prepared for a major emergency or disaster, the Fire Department will begin the phase of siting, designing, and funding through grants of the City Emergency Operations Center (EOC) and Regional Training Center.

1	2	3	4
*	*		*

Police

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

-
1. Instill the ethical principles and quality values that professional law enforcement is known for in all our new police employees.

1	2	3	4
*		*	

2. Implement and/or modify, as required, our Strategic Plan document to effectively plan for personnel and infrastructure enhancements in order to adequately address our expanding City population.

1	2	3	4
*	*		*

3. Continue to keep our focus on creating viable community partnerships and engaging in effective problem solving with the ongoing goal of continued excellent customer service.

1	2	3	4
*		*	

4. Foster continued principles of individual and group accountability by virtue of COMPSTAT (bi-weekly meetings involving representation of all Police Department groups, examining crime patterns, areas of concern, internal procedures which can be improved and evaluation of created action plans). This is done with the belief in mind that the absence of crime is the best evaluator of police performance.

1	2	3	4
*		*	

5. Track technology advancements, which may enhance our effective and efficient delivery of police service and/or benefit officer safety.

1	2	3	4
*	*	*	*

Public Works

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. *Traffic Circulation Improvements:* North-south and east-west traffic suffers from a lack of major streets intended to be collectors to move traffic away from neighborhoods quickly and with minimal congestion.

1	2	3	4
*	*	*	

2. *Economic Development and Redevelopment:* Infrastructure construction and continuation is needed to enhance redevelopment areas.

1	2	3	4
	*	*	

3. *Quality of Life:* Continue program to update, enhance, and expand those City facilities (parks, etc.) that provide quality of life.

1	2	3	4
*	*	*	*

4. *Maintain What We Have:* Proper and continued maintenance of all of the City's facilities and road system will extend facility life and save money.

1	2	3	4
	*	*	*

5. *Flood Protection:* Improve the levee system protecting the City to ensure a minimum 100-year flood certification by FEMA.

1	2	3	4
*	*	*	*

Community Services

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

-
1. Position our department to operate from a proactive rather than reactive approach as the City continues to experience growth and development.

1	2	3	4
	*	*	

2. Enhance and maintain the physical and aesthetic qualities of all public parks entrusted to our care.

1	2	3	4
*	*	*	

3. Maintain and expand the quality, variety and affordability of our recreational programs, activities, services and special events to a growing community.

1	2	3	4
		*	*

Utilities

Strategic Goal # 1

Public Safety

Strategic Goal # 2

Infrastructure

Strategic Goal # 3

Business Friendly

Strategic Goal # 4

Fiscal Responsibility

1. *Regulations:* The water supply industry is coming under more stringent regulations that require increased process control monitoring, analysis of water at lower chemical detection limits, and increased operator training. Improvements are being made to the groundwater and surface water systems to exceed regulatory requirements.

1	2	3	4
*	*		

2. *Sense of Community:* Yuba City is known for providing high quality water. One reason a new citizen may choose to live in Yuba City is the quality of the drinking. As Yuba City grows and expands, the water supply must stay one step ahead.

1	2	3	4
*	*	*	

3. *Organizational Development:* Continued training of operations and maintenance staff is required in order to meet with new and changing regulations, increased efficiency, and professional development.

1	2	3	4
*		*	*

4. *Quality Service Delivered:* Customers take for granted that water delivered to their homes and businesses is healthy and meets all standards. The health and safety of our customers is our highest priority.

1	2	3	4
*	*	*	*

5. *Use of Technology:* The Water Treatment Unit is committed to providing the most appropriate and cost effective use of modern technology.

1	2	3	4
*	*		*

6. *Modern Infrastructure:* It is imperative that the water system stays ahead of demand. In order to meet the long-term objectives, the Water Master-Plan is again being updated.

1	2	3	4
	*		

7. *Prudent Financial Management:* Management of the operations and capital improvement accounts are revised and evaluated to ensure fiscally responsible management.

1	2	3	4
			*

8. *Exceptional Public Health and Safety:* Health and Safety remains our highest priority, as is the Wastewater Treatment Facility Team, both for our employees and the community. The team works collaboratively to solve potential health and safety concerns that may affect the community.

1	2	3	4
*	*	*	

9. *Exceptional Public Health and Safety:* The Team continues to improve effluent water quality due to stricter water quality standards. Standards are regulated by the California Regional Water Quality Control Board through NPDES permits. Improvements to existing treatment process units continue to challenge the team as the City grows and new regulations are implemented. In addition, the Department will be challenged during the implementation of new Waste Discharge Requirements for the collection system to reduce sanitary sewer overflows to protect public health.

1	2	3	4
*	*	*	

10. *Sense of Community:* As the City expands within the sphere of influence, the Team works cooperatively with the development industry to ensure wastewater infrastructure is expanded, coordinated with other infrastructure, and appropriately phased to benefit both existing and new customers.

1	2	3	4
*	*		

11. *High Quality of Life:* The team maintains and operates the facility, which protects the high quality of water in the Feather River.

1	2	3	4
*		*	

12. *Organizational Development:* The team focuses on continuous improvement through attendance at conferences and training courses to enhance their skills in order to maintain high quality services to the community. To prepare for the future, the team will focus on succession planning.

1	2	3	4
*			

13. *Quality Service Delivery:* Development has occurred around the perimeter of the Wastewater Treatment Facility, which requires constant vigilance by the team to ensure that the facility is a good neighbor. The team is continuously improving the entire facility's odor and fly control systems.

1	2	3	4
*	*	*	

14. *Quality Service Delivery:* The department is continuously improving communication with internal and external customers.

1	2	3	4
		*	

15. *Use of Technology:* The Team uses a combination of the latest computer software and instrumentation to maintain and operate the facility both on-site and remotely.

1	2	3	4
*	*		*

16. *Modern Public Infrastructure:* As the City grows, the department will continue to be challenged by providing adequate funding for new infrastructure through connection fees and implementation of the Wastewater System Master-Plan.

1	2	3	4
*	*		

17. *Prudent Financial Management:* All future underground infrastructure and roadway work will be coordinated to assure the most efficient expenditure of public funds. In addition, the team will ensure fees are adequate and development is able to occur with sufficient infrastructure.

1	2	3	4
*	*		*

18. *Prudent Financial Management:* Energy conservation is always a top priority of the Wastewater Treatment Facility.

1	2	3	4
*	*		*

19. *Balanced Economic Development:* The Team will be using a hydraulic modeling tool to ensure infrastructure is adequately sized and has the capacity necessary for development within infill areas and within the Sphere of Influence as defined by the General Plan.

1	2	3	4
*	*	*	*

20. *Exceptional Public Health and Safety:* The State of California Department of Health Services has certified the City laboratory in both water and wastewater analysis. Having a local laboratory certified by the State Department of Health Services helps provide exceptional service to maintain public health, safety and welfare.

1	2	3	4
*			

21. *Exceptional Public Health and Safety:* The Pre-treatment Program continues to identify and measure pollutants being discharged to the Wastewater Facility by both domestic and industrial sources. By quantifying these pollutants, the Utilities Department can communicate with customers effectively and thus improve customer satisfaction.

1	2	3	4
*	*	*	*

22. *Use of Technology:* The modern laboratory is computerized to automate sample processing, data manipulation, report generation and archiving. The use of technology is necessary in providing high quality services for the public.

1	2	3	4
*	*	*	

23. *Modern Public Infrastructure:* The laboratory utilizes advanced instrumentation systems to meet the regulatory and customer demands. Automated laboratory equipment in conjunction with the laboratory computer network allows lab staff to quickly respond to customer needs.

1	2	3	4
*	*	*	

The General Plan

The General Plan describes a vision for the future of Yuba City. Currently, the residents of Yuba City enjoy the City's small size, the availability and affordability of housing, it's small-town feeling, and the surrounding rural landscape. This plan, based on input from Yuba City citizens, business owners, elected officials, and City staff, strives to maintain what is good and desirable about Yuba City as it grows into the future. This plan builds on the quality of current planning work in the city – such as the Buttes Vista Neighborhood Plan, Harter Specific Plan, Bogue-Stewart Master-Plan, Sutter Heritage Master-Plan, Yuba Crossing Mixed Use Plan, and Central City Specific plans – and to carries through those city-building principles to the City as a whole. It also coordinates with and supports ideas in the Sutter County General Plan.

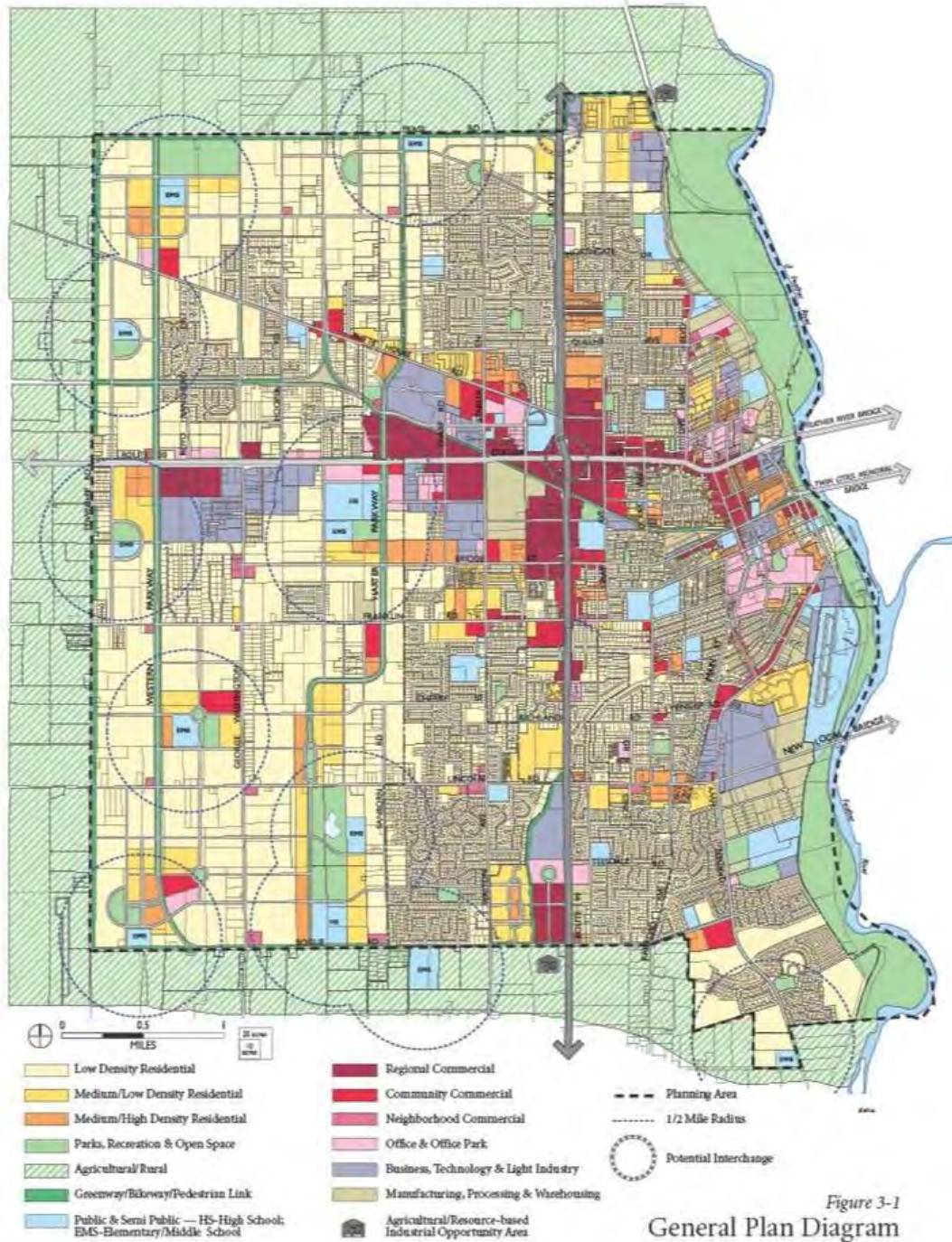
The diagrams and policies presented in the General Plan are based on the real need for accommodating a future population and employment base combined with a real vision for the future. The plan is comprehensive and long-range in scope. It will be used on an on-going basis as many City regulations, requirements, and actions are required by State law to be consistent with the General Plan.

The plan draws its ideas and policies from the many citizens who participated formally and informally in making both difficult and easy choices. The plan envisions a growing community that preserves much of its small town feel and social fabric with an improved economy, new job opportunities, affordable housing, improved public services and facilities, new parks, and a sphere of influence that protects the much-prized rural agricultural landscape, and an overall improved quality of life.

The Yuba City General Plan is a document required by State law and adopted by the City Council that addresses issues related to physical development, growth, and conservation of City resources. The plan:

- Outlines a vision of long-range physical planning and land use in order to address the economic development and resource conservation aspirations of the community;
- Provides strategies and specific implementing actions that will allow this vision to be accomplished;
- Establishes plan policies and standards to be used as a basis for judging whether specific development proposals are in concert with the goals of the community;
- Provides guidelines and policies by which City departments, public agencies, and private developers can design projects that will enhance the character of the community, preserve and enhance critical environmental resources, and minimize hazards; and
- Provides the basis for establishing and setting priorities for detailed plans and implementing programs, such as the Zoning Ordinance, specific plans, impact fee studies, and the Capital Improvement Program.

General Plan Diagram



Financial Policies

SUMMARY

1. The City's updated fiscal policy strives to maintain a minimum General Fund balance reserve equal to 15% of its operating budget. City Council approved increasing the level from 10% to 15% in November, 2013.

2. The City will strive to fund all current expenditures from current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues or rolling over short-term debt.

3. One-time funds will not be budgeted or used to pay ongoing operating expenses for the City. Exceptions require City Council approval and a financial plan to get back to covering ongoing expenditures using only ongoing revenues.

4. Recurring revenue growth will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures.

5. The Water and Wastewater Enterprise Funds will have revenues (customer charges, interest income, and all other income) sufficient to meet all cash operating expenses, capital expenses, prescribed cash reserves, and debt service coverage requirements set forth in related bond covenants.

6. All Internal Service Funds will have revenues (intra-City user charges, interest income, and other income) sufficient to meet all cash operating expenses and capital expenses. Such revenues shall also be sufficient to maintain cash reserves, which approximate the balance in accumulated depreciation.

7. The City will maintain appropriate reserves in the Employee Benefits Fund, Dental/Vision Fund, Disability Program Fund, General Liability Insurance Fund, and Workers' Compensation Insurance Fund to meet statutory requirements and actuarially projected needs.

8. The City will strive to maintain a minimum working capital balance equal to 90 days of operating requirements for the Water and Wastewater Enterprise Funds operating budgets. In addition, a cash capital improvement reserve will be maintained for capital improvement projects.

9. The City will maintain a long-range fiscal perspective through the use of an Annual Operating Budget, a five-year Capital Improvement Program, and a five-year revenue and expenditure forecast.

10. Major capital improvement projects will be funded using the most financially prudent method available. Such methods include:

- Traditional long-term financing (bond issues).
- "Pay As You Go" financing (using recurring revenues only).
- Combination of debt financing and "Pay As You Go" financing.
- Using cash accumulated in excess of policy requirements.

11. A Fiscal Impact Statement will be provided with each staff report submitted to the City Council as part of the City Council agenda process.

12. The City will comply with all the requirements of "Generally Accepted Accounting Principles."

13. The City will annually review and adopt a formal set of Investment Policies.

14. The City will annually review and adopt a formal set of Debt Policies.

15. The City will strive to pay competitive market level compensation to its employees.

INVESTMENT POLICY

It is the policy of the City of Yuba City to invest public funds in a prudent manner which will provide maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds will be invested to optimize investment return.

The purpose of this document is to set forth the City's policies guiding prudent investment of temporarily idle funds and to establish guidelines and objectives for suitable investments including delegation of authority, prudence, monitoring and reporting, policy review, diversification, eligible securities, safekeeping, collateralization, selection of depositories, brokers/dealers, and glossary of terms.

A copy of the City of Yuba City Investment Policy is available upon request from City Hall.

Financial Policies

DEBT POLICY

In recognition of its responsibility for the management of debt obligations for itself and its component units, the City of Yuba City has developed a comprehensive set of formal debt policies. Such policies are necessary in order to consolidate information of debt obligations and to maintain a good credit standing. These policies will be reviewed annually by the City Treasurer and Finance Director (the Debt Policies Committee) and any changes will be presented to the City Council for approval.

The City of Yuba City shall issue bonds primarily to finance capital improvement projects in accordance with set procedures included in the document. In a few instances, the City may be permitted to issue bonds to finance other projects or purposes, including operating expenses. However, such uses must receive City Council approval. For the purpose of this document, the term “bond” shall also include a variety of debt instruments including notes, commercial paper, certificates of participation, etc.

A copy the City of Yuba City Debt Policy is available upon request from City Hall.

FUND BALANCE POLICY

In June, 2011, the City Council adopted a Fund Balance Policy in accordance with the requirements of Governmental Accounting Standard Board Statement No. 54. This Policy establishes procedures for reporting fund balance classifications, establishes prudent reserve requirements, and establishes a hierarchy of fund balance expenditures. The policy also authorizes and directs the Finance Director to prepare financial reports, which accurately categorize fund balance per GASB Statement No. 54. GASB 54 establishes five components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts and be spent as follows: Non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance.

A copy of the City of Yuba City Fund Balance Policy is available upon request from City Hall.



Budget Policies

GENERAL POLICIES

Budgetary emphasis will focus on providing high quality municipal services, recognizing the fundamental importance to the citizens of public safety and properly maintained infrastructure.

The City will strive to fund all current expenditures from current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

The budget will provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment.

Future maintenance needs for all new capital facilities will be fully costed out, and added costs will be recognized and included in future year's budget projections.

Strong customer service and productivity improvements, with a focus on value-added services, remain important budgetary goals.

BUDGETARY PROCEDURES AND AUTHORITY

The Finance Department notifies all City Departments when monthly reports are ready for review, comparing the budget vs. year-to-date actual expenditures for their respective departments.

The City established a threshold cost of \$5,000 for capitalization of fixed assets. This only applies if the estimated useful life of the asset is more than one (1) year.

The City's Budget Document will include selected performance measures to better describe the workload of the different City programs, to gauge our effectiveness in providing services, and to ultimately be able to compare the City's overall performance with other like agencies.

All budgetary procedures will conform to State regulations and Generally Accepted Accounting Principles (GAAP).

Specific levels of budgetary authority will be maintained:

- Department heads will be responsible for ensuring that expenditures within departmental budget categories of salaries & benefits; materials, supplies and services; and capital outlays do not exceed appropriations. Budget appropriations will be made at the line-item level; however, the level of control (level at which expenditures may not exceed appropriations) will be total departmental appropriations for each of these budget categories.

- The City Manager will have the authority to transfer up to \$100,000 in appropriations between capital projects and between funds for capital projects in order to meet the policy intent of the City Council.
- City Council approval will be required to transfer appropriations between departments.
- Contract change orders may be handled administratively up to the amount of the contract contingency approved by the City Council and within the appropriations set forth by the City Council.

REVENUE POLICIES

A diversified and stable revenue system will be maintained to shelter the City from short-run fluctuations in any single revenue source.

The City will estimate revenues using an objective, analytical process; in the case of assumption uncertainty, conservative projections will be utilized. Revenues will be projected for the current year and the next four years, will be updated at least annually, and will be reviewed semi-annually.

Intergovernmental assistance in the form of grants and loans will be used to finance only:

1. Capital improvements that are consistent with the Five-Year Capital Program priorities and can be maintained and operated over time; or
2. Technological upgrades or enhancements; or
3. Capital acquisition items; or
4. Operating programs which can either be sustained over time or have a limited horizon.
5. Other areas as determined by the City Council to be in the best interest of the City.

One-time revenues will be used for operating programs only after an examination determines whether they are subsidizing an imbalance between operating revenues and expenditures, and only if a long-term forecast shows that the operating deficit will not continue. In general, one-time revenues will be used only to support capital or other non-recurring expenditures.

All fees and charges for each enterprise fund (i.e., Water and Wastewater) will be set at a level that fully supports the direct and indirect cost of the enterprise.

RESERVE POLICY

The City's enterprise funds shall maintain working capital equal to at least 90 days of operating requirements for the Water and Wastewater

Budget Policies

operating budgets. This will be evaluated as of June 30th of each fiscal year end.

The City's internal service funds shall maintain working capital of at least 60 days of operating requirements. This will be evaluated as of June 30th of each fiscal year end.

The City's general fund shall maintain a fund balance equal to 15% of the total expenditures appropriated for the following fiscal year. This will be evaluated and measured as of June 30th of each fiscal year end. Prior to the recession, any funds in excess of the required 15% fund balance were placed into the unallocated general fund capital improvement project account. During FY 2016-17, the City established a Pension Stabilization Trust Fund. Included in the resolution adopting the budget for FY 2017-18 was a change in the City's reserve policy wherein as of June 30, 2017, any surplus in excess of the required 15% reserve would be split equally and transferred one-half to the pension stabilization trust and one-half to the unallocated general fund capital improvement project account for future infrastructure type projects. This change in general fund reserve policy was reaffirmed as of June 30, 2023 with the adoption of the FY 2023-24 budget.

The City strives to maintain its investment in capital equipment for vehicles and computers by utilizing internal service funds which "own" the vehicle, computer or server and "lease" it back to the user department throughout the useful life of the item. This practice is deemed prudent and will be continued for as long as is reasonably possible. Any action that significantly deteriorates the fund balance available for replacing capital assets must be approved by direction of the City Council.

If it becomes necessary to utilize reserve funds for unique one-time costs, emergencies or maintaining City services during periods of reductions, appropriations should, when feasible, be accompanied by a plan for the replenishment within a reasonable period of time.

Funding of reserves will come generally from one-time revenues, excess fund balance and projected revenues in excess of projected expenditures. They will generally be reserved in the following priority order:

1. Reserve for Economic Contingency or Emergencies
2. Reserve for Capital Improvements
3. Reserve for Future Years' Budgets

However, flexibility will be retained to allocate available funds among the reserves based on current circumstances and needs of the City's various operating funds.

GANN Appropriations

CITY OF YUBA CITY GANN APPROPRIATIONS LIMIT FY 2023-24

In 1979, California voters approved Proposition 4 (Article XIII-B of the California State Constitution). Informally known as the "Gann Initiative," Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from "the proceeds of taxes."

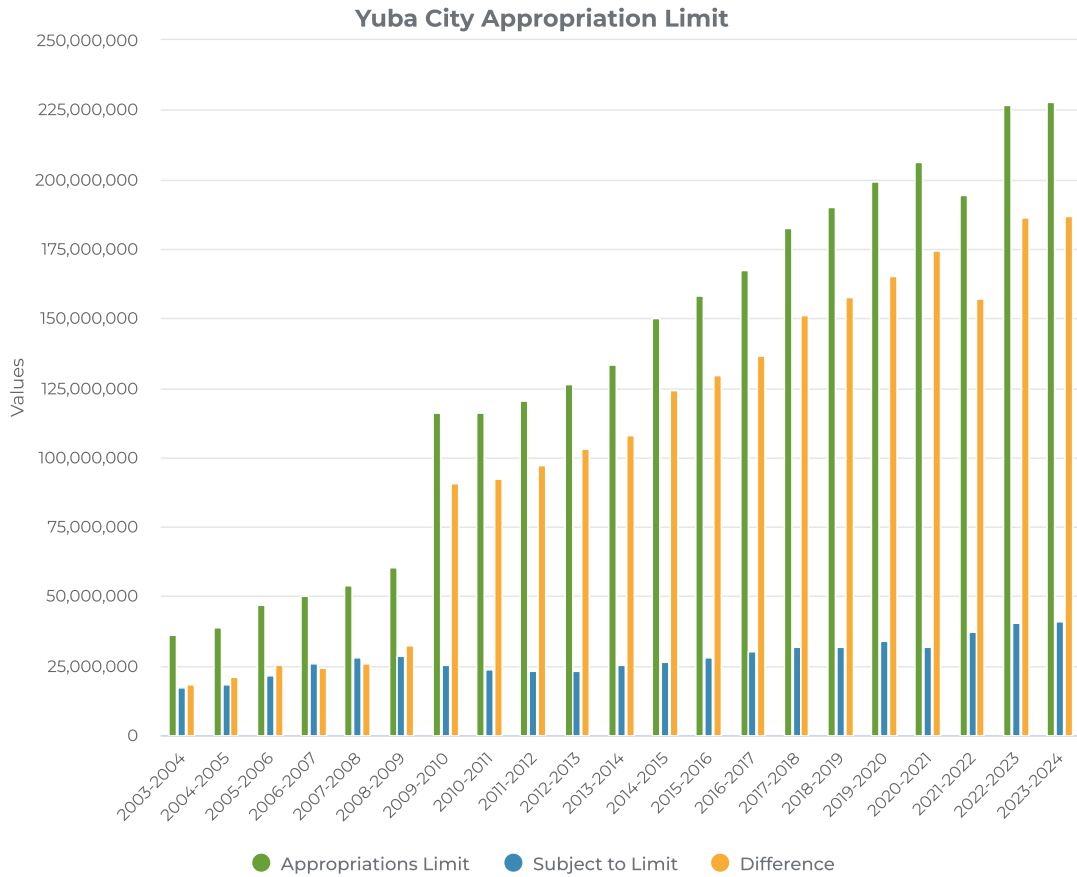
In 1980, the State Legislature added Section 9710 to the Government Code. This section states that the governing body of each city must establish, by resolution, an appropriations limit for the following year. The limit for any fiscal year is equal to the previous year's limit, adjusted for population changes and the change in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance.

The original Article XIII-B (Proposition 4) and its implementing legislation were further modified by SB88 and Proposition 111 (approved by the voters in June 1990). The changes were incorporated into the FY 1990-91 and FY 1991-92 Appropriations Limits. Beginning with the FY 1990-91 Appropriations Limit, a city may choose annual adjustment factors. The adjustment factors include the growth in the California Per Capita Income, or the growth in the non-residential assessed valuation due to construction within the city and the population growth within the county or the city.

The following compares the difference between Yuba City's FY 2022-2023 Appropriations Limit and the estimated proceeds of taxes in the adopted FY 2023-2024 Annual Budget. It reflects a significant gap of \$186,913,198,513. The City remains well below its Appropriations Limit for FY 2023-2024.

Yuba City Appropriation Limit

Fiscal Year	Appropriations Limit	Subject to Limit	Difference
2003-2004	36,124,686	17,528,659	18,596,027
2004-2005	39,119,422	18,111,670	21,007,752
2005-2006	46,743,797	21,537,304	25,206,493
2006-2007	50,254,256	25,972,260	24,281,996
2007-2008	53,867,537	27,832,496	26,035,041
2008-2009	60,611,753	28,429,415	32,182,338
2009-2010	116,156,363	25,527,163	90,629,200
2010-2011	116,353,829	23,828,071	92,525,758
2011-2012	120,589,108	23,210,946	97,378,162
2012-2013	126,136,207	23,049,722	103,086,485
2013-2014	133,616,084	25,359,739	108,256,345
2014-2015	150,318,095	26,381,439	123,936,656
2015-2016	157,984,318	28,281,716	129,702,602
2016-2017	167,131,610	30,377,348	136,754,262
2017-2018	182,541,144	31,615,591	150,925,553
2018-2019	189,861,044	32,080,601	157,780,443
2019-2020	206,254,226	31,976,235	174,277,991
2020-2021	194,332,732	37,205,993	157,126,739
2021-2022	194,332,732	37,205,993	157,126,739
2022-2023	226,941,764	40,737,252	186,204,512
2023-2024	227,940,308	41,027,110	186,913,198



CITY OF YUBA CITY GANN APPROPRIATIONS LIMIT FY 2023-24 Appropriations Setting Limit Methodology	
FY 2022-2023 Appropriations Limit	\$226,941,764
Percentage Change in Non-Residential Construction	.16.50%
Percentage Change in Sutter County Population January 2022 to January 2023	0.24%
FY 2023-2024 Appropriations Limit Adjustment Factor <i>times (1.1678)</i> (1.1650 x 1.0024)	
City of Yuba City FY 2023-2024 Appropriations Limit	\$227,940,308
Appropriations Subject to Limitation FY 2023-2024	<u>\$41,027,110</u>
Difference	\$186,913,198

Budget Resolutions

EXHIBIT A Resolution No. 23-073

"Resolution of the City Council of the City of Yuba City Adopting the City's Operating Budget for Fiscal Year 2023-2024."

EXHIBIT B Resolution No. 23-074

"Resolution of the City Council of the City of Yuba City Adopting the City's Capital Improvement Program Budget for Fiscal Year 2023-2024."

EXHIBIT C Resolution No. 23-075

"Resolution of the City Council of the City of Yuba City Determining and Establishing the City's Appropriations Limit for Fiscal Year 2023-2024."

Resolution No. 23-073

RESOLUTION NO. 23-073

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY ADOPTING THE CITY'S OPERATING BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, a proposed operating budget for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024 was submitted to the City Council by the City Manager on May 23, 2023 in accordance with Section 2-2.02 of the Municipal Code; and,

WHEREAS, a special City Council workshop on the proposed FY 2023-2024 Operating Budget ("proposed annual budget") was held on May 23, 2023; and,

WHEREAS, the City Council desires to make certain year-end transfers in the current fiscal year to establish reserves and anticipate certain expenditures that are incorporated in the proposed annual budget.

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. The proposed annual budget is adopted as the annual budget for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024.

Section 2. The Finance Director is directed to ensure that as of June 30, 2023, the Water and Wastewater operating funds have a 90-day reserve fund balance in accordance with the provisions of the City's Budget Policy.

Section 3. The Finance Director is directed to ensure that as of June 30, 2023, the general fund has a reserve fund balance of no less than 15% of FY 2023-2024 General Fund expenditures in accordance with the provisions of the City's Fiscal Policy. The Finance Director is further directed to transfer any reserve fund balance in excess of 15% as follows:

<u>No.</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1	301-Z69980	Designate Fund Balance	Up to \$2,500,000
2	301-Z69980	General Unallocated CIP	½ of Remaining \$ > 15%
3	702-Z69980	Pension Stabilization Trust	½ of Remaining \$ > 15%

If the general fund reserve fund balance is less than 15% as of June 30, 2023, the Finance Director is directed to transfer any deficiency back from the Unallocated General Fund Capital Improvement Fund Reserve to the General Fund to ensure it meets the 15% reserve requirement.

Section 4. The Finance Director will withdraw \$500,000 from the City's Pension Stabilization Trust Fund, less savings anticipated from prepaying the annual unfunded pension liability invoice, to make an additional discretionary payment to CalPERS from the general fund recognizing the economic benefit of doing so. Including Water, Wastewater, Fleet, and SASA, the total additional discretionary payment to be made is \$825,000, less savings from prepaying the annual unfunded pension liability invoice. Additionally, the Finance Director is directed to pay the unfunded actuarial liability in a lump sum payment in July for the entire fiscal year to take advantage of CalPERS interest rate discount. After the lump sum payment is made, the Finance Director is directed to make another additional discretionary payment equal to the interest rate discount authorized by CalPERS so that the total paid equals the amount budgeted for the City's

23-073

Resolution No. 23-073

unfunded actuarial liability payment. As stated above, this payment will supplement the additional discretionary payments above to total \$825,000.

Section 6. The Finance Director is again directed to transfer any Fire administrative reimbursement from the department's work on state and federal strike team assignments during the current fiscal year into fund 301, project 901306-65501, Fire Equipment Capitalization, from the General Fund. Accumulated funds will be brought before City Council prior to their transfer to the appropriate Fire capital acquisition operating account for appropriation and use.

Section 7. The Finance Director is authorized to make other such revisions, individual appropriation line-item changes, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the programs specified in this resolution, and in full accordance to the direction provided by the City Council up until the adoption of the resolution.

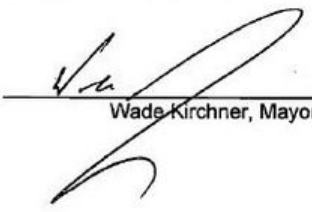
The foregoing Resolution of the City Council of the City of Yuba City is duly introduced, PASSED AND ADOPTED at a regular meeting thereof held on this 6th day of June 2023 by the following vote:

AYES: Councilmembers Boomgaarden, Harris, Pasquale, Shaw, and Mayor Kirchner
NOES: None
ABSENT: None

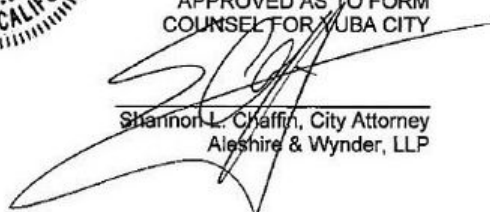
ATTEST:


Ciara Wakefield, Deputy City Clerk




Wade Kirchner, Mayor

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY


Shannon L. Chaffin, City Attorney
Aleshire & Wynder, LLP

23-073

Resolution No. 23-074

RESOLUTION NO. 23-074

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY ADOPTING THE CITY'S CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, a proposed Capital Improvement Program (CIP) budget for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024 was submitted to the City Council by the Finance Director on May 23, 2023 in accordance with Section 2-2.02 of the Municipal Code; and

WHEREAS, a special City Council workshop on the proposed FY 2023-2028 CIP budget, a five-year plan, was held on May 23, 2023; and

WHEREAS, City Council reviewed and discussed projects proposed in the CIP budget during the budget workshop; and

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. The proposed annual CIP budget is adopted for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024.

Section 2. The draft CIP budget was provided to the Planning Commission for review and comment on May 25, 2023. The Planning Commission approved the findings of consistency with the General Plan at their regularly scheduled May 31, 2023 meeting.

The foregoing Resolution of the City Council of the City of Yuba City is duly introduced, **PASSED AND ADOPTED** at a regular meeting thereof held on this 6th day of June 2023 by the following vote:

AYES: Councilmembers Boomgaarden, Harris, Pasquale, Shaw, and Mayor Kirchner

NOES: None

ABSENT: None

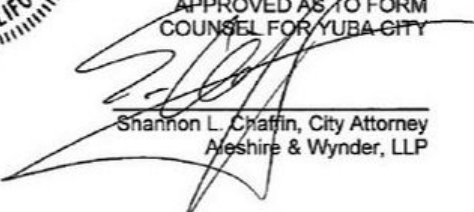
ATTEST:


Ciara Wakefield, Deputy City Clerk




Wade Kirchner, Mayor

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY


Shannon L. Chatin, City Attorney
Areshire & Wynder, LLP

23-074

Resolution No. 23-075

RESOLUTION NO. 23-074

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY ADOPTING THE CITY'S CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, a proposed Capital Improvement Program (CIP) budget for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024 was submitted to the City Council by the Finance Director on May 23, 2023 in accordance with Section 2-2.02 of the Municipal Code; and

WHEREAS, a special City Council workshop on the proposed FY 2023-2028 CIP budget, a five-year plan, was held on May 23, 2023; and

WHEREAS, City Council reviewed and discussed projects proposed in the CIP budget during the budget workshop; and

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. The proposed annual CIP budget is adopted for the City of Yuba City for the fiscal year commencing July 1, 2023 and ending June 30, 2024.

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AYES: Councilmembers Boomgaarden, Harris, Pasquale, Shaw, and Mayor Kirchner

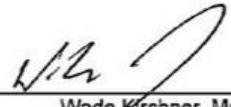
NOES: None

ABSENT: None

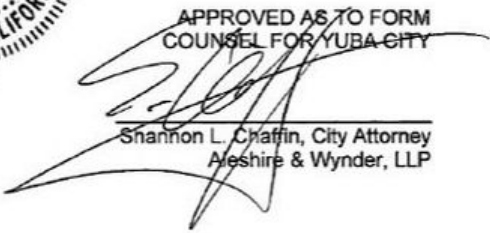
ATTEST:


Ciara Wakefield, Deputy City Clerk




Wade Kirchner, Mayor

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY

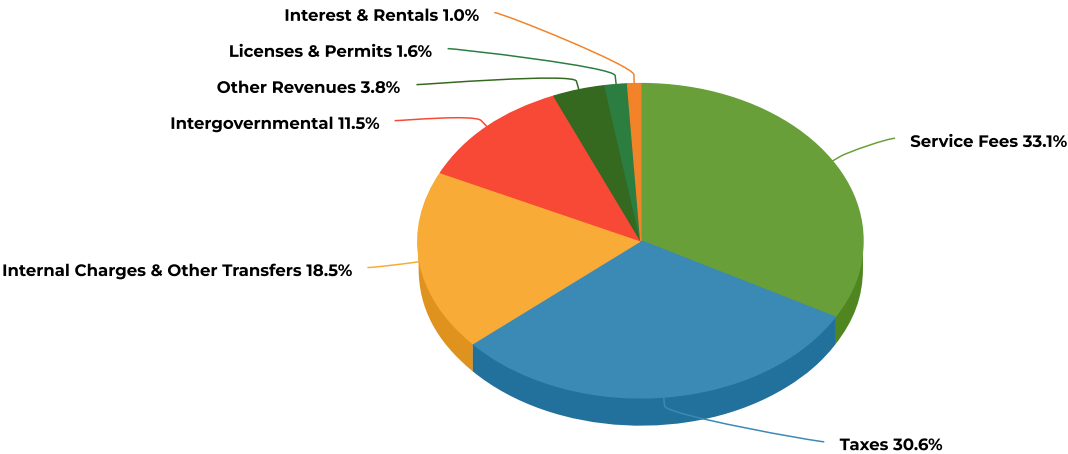

Shannon L. Chaffin, City Attorney
Aleshire & Wynder, LLP

23-074

FUND SUMMARIES

Citywide Source of Funds

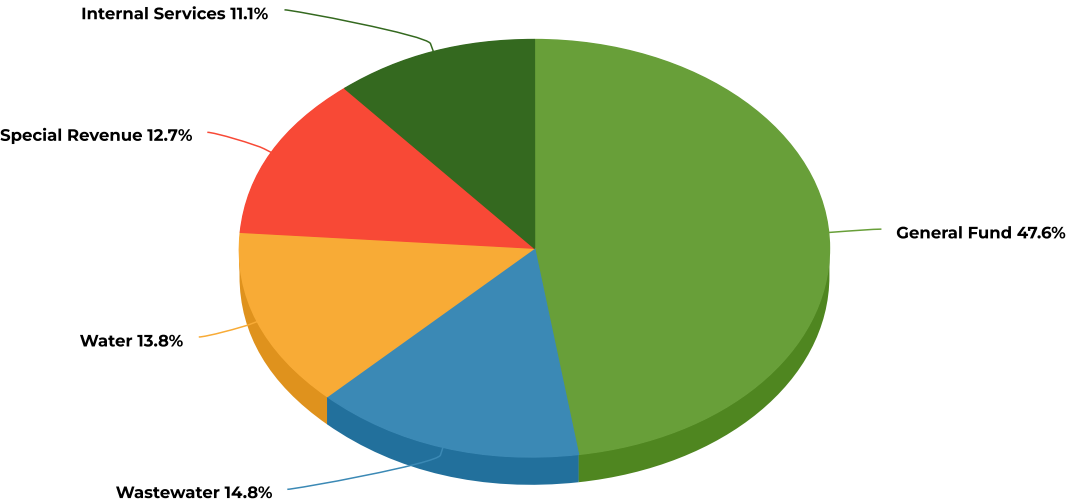
Fiscal Year 2023-24



Taxes	\$38,985,300
Licenses & Permits	2,096,500
Intergovernmental	14,682,162
Service Fees	42,328,729
Interest & Rentals	1,211,187
Other Revenues	4,871,804
Internal Charges & Transfers	23,679,829
Total Revenues	<u><u>\$ 127,855,511</u></u>

Citywide Use of Funds

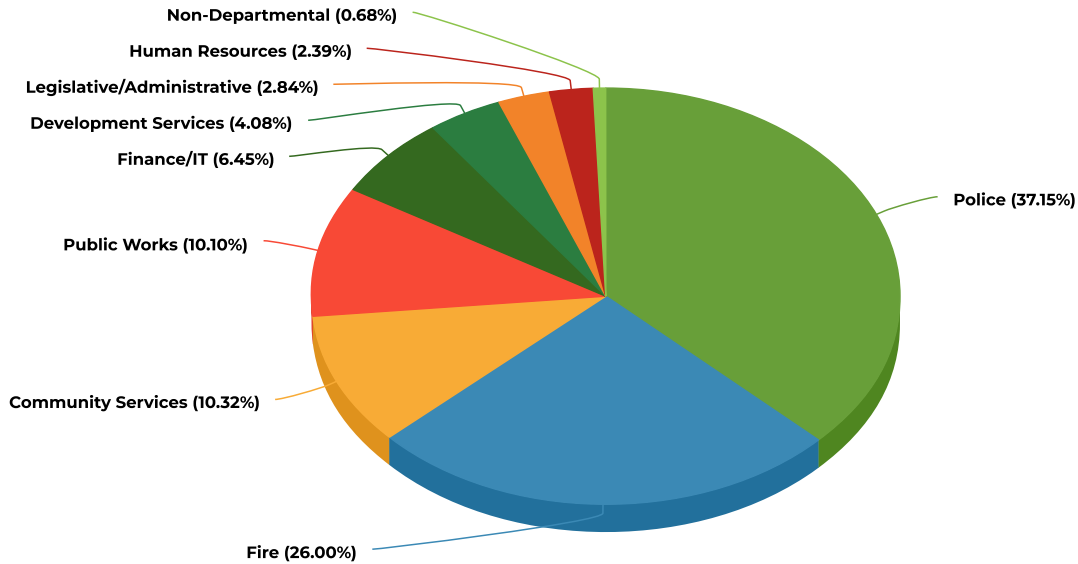
Fiscal Year 2023-24



General	\$57,401,842
Special Revenue	15,289,023
Water	16,656,461
Wastewater	17,829,299
Internal Service	13,397,178
Total Revenues	\$ 120,573,803

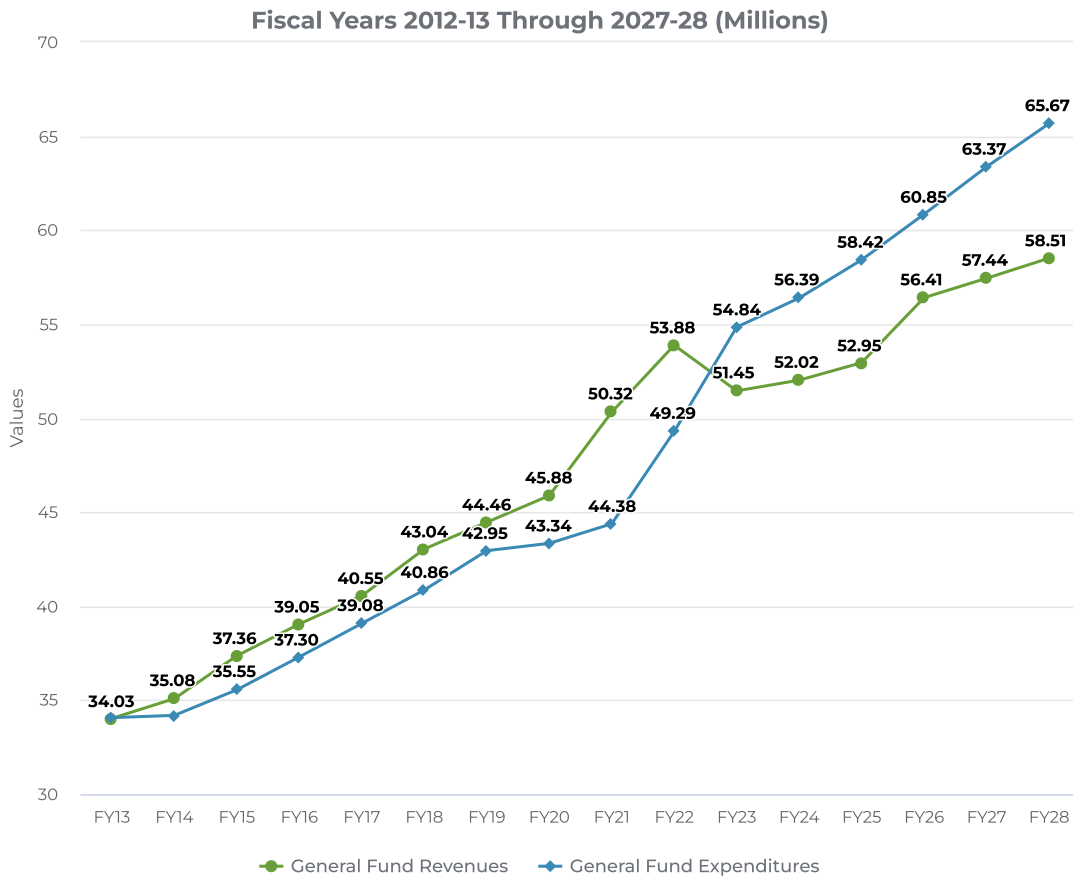
General Fund Use by Department

Fiscal Year 2023-24



	Adopted 2023-24	Per Capita 2023-24
Population		69,014
Legislative/Administrative	\$ 1,632,380	\$ 23.65
Finance/IT	3,702,602	53.65
Human Resources	1,369,277	19.84
Development Services	2,341,608	33.93
Police	21,324,341	308.99
Fire	14,925,259	216.26
Public Works	5,795,825	83.98
Non-Departmental	389,140	5.64
Community Services	5,921,410	85.80
Total Expenditures	\$ 57,401,842	\$ 832

General Fund History and Projections



This chart illustrates Yuba City's recent, historical general fund revenues and expenditures and calls out notable global eras for budgeting. These eras all brought challenges and it has been healthy reserves and consistent salary savings which has kept Yuba City healthy and ready for the next fiscal challenge. Operationally, having significant salary savings indicates ongoing staffing shortages and our struggle to support city council's priorities while maintaining seamless service to our community.

COVID-19 was the most notable challenge for fiscal years 2019-20 through 2020-21, with a 15 percent reduction in the City's largest revenue source, sales tax, estimated. The dip in expenditures in fiscal year 2020-21 reflects the diligence and dedication of city departments to reduce costs through finding creative solutions to making do with less on a short-term basis while keeping service levels high. Each department reduced at least 2.5 percent except for Development Services. Council was deliberate in leaving this root department for economic development to speed the City's economic recovery and development.

The future, declining net revenue reflects post-pandemic revenues adjusting, forecasted sales tax that remains flat, City Council's efforts to recruit and retain in a difficult labor market, and increasing heat and power, insurance, labor, and durable goods costs. Recent savings during the pandemic are helping to bridge the budget gap through FY 2025-26. Attracting new development and new revenue sources must be considered to balance future budgets. Otherwise, general fund departments will be once again recommending spending cuts

All Funds Budget Summary

Fund Description	Estimated	Projected	Total	Projected
	Beg. Balance 7/1/2023			Ending Balance 6/30/2024
Fund Description	7/1/2023	Revenues	Appropriations	6/30/2024
General Fund	\$ 8,610,276	\$ 60,129,610	\$ 57,401,842	\$ 11,338,044
Special Revenue Funds				
CDBG Program	-	567,759	567,759	-
CDBG-CV	-	-	-	-
CDBG Housing RLF	61,900	103,000	25,000	139,900
HOME Program Income	827,817	205,000	50,000	982,817
Streets & Roads	6,475,721	4,515,266	4,267,200	6,723,787
Transportation Development Act	3,258,668	2,034,085	1,980,740	3,312,013
Traffic Safety	531,495	189,600	150,000	571,095
Suspended Traffic Offender Program	285,979	142,000	75,000	352,979
Development Impact Fees	4,678,595	875,900	374,416	5,180,079
Fire Mitigation Impact Fees	10,300	1,600	-	11,900
Lighting & Landscape Maint. Districts	718,674	983,261	771,328	930,607
Residential Street Lighting	94,205	111,999	87,581	118,623
DOE Energy Conservation	60,000	-	-	60,000
Recology Rate Stabilization	67,054	671	-	67,725
H.R. 1319 American Rescue Plan	-	6,940,000	6,940,000	-
Total Special Revenue Funds	17,070,408	16,670,141	15,289,024	18,451,525
Enterprise Funds				
Water Enterprise	7,498,285	17,750,700	16,656,462	8,592,523
Wastewater Enterprise	6,636,927	20,768,800	17,829,299	9,576,429
Total Enterprise Funds	14,135,212	38,519,500	34,485,761	18,168,951
Internal Service Funds				
Employee Benefits	110,532	3,740,642	3,740,642	110,532
Dental/Vision	415,555	524,700	535,000	405,255
Disability Program	193,589	127,050	100,000	220,639
General Liability	547,483	3,365,204	3,359,684	553,003
Workers Comp Insurance	1,400,093	1,177,311	1,200,000	1,377,404
Vehicle Maintenance	357,575	1,006,695	1,012,125	352,145
Vehicle Replacement	15,765,374	1,481,093	2,340,713	14,905,754
Technology Replacement	2,697,913	1,113,565	1,109,014	2,702,464
Total Internal Service	21,488,114	12,536,260	13,397,178	20,627,196
Total	\$ 61,304,010	\$ 127,855,511	\$ 120,573,804	\$ 68,585,717

All Fund Summary-Revenues By Category

Fund Description	Taxes	Licenses	Inter-Governmental	Service Fees	Interest & Rentals	Other Revenues	Internal Charges & Transfers	Total Adopted
		& Permits						
General Fund	\$ 38,985,300	\$ 2,096,500	\$ 438,010	\$ 2,458,300	\$ 76,700	\$ 271,400	\$ 15,803,400	\$ 60,129,610
Special Revenue Funds								
CDBG Program	-	-	567,759	-	-	-	-	567,759
CDBG-CV	-	-	-	-	-	-	-	-
CDBG Housing RLF	-	-	-	-	103,000	-	-	103,000
HOME Program	-	-	200,000	-	5,000	-	-	205,000
Streets & Roads	-	-	4,515,266	-	-	-	-	4,515,266
Transportation Develop Act	-	-	2,021,127	-	12,958	-	-	2,034,085
Traffic Safety	-	-	-	185,000	4,600	-	-	189,600
Suspend Traffic Offender Prog	-	-	-	140,000	2,000	-	-	142,000
Development Impact Fees	-	-	-	575,000	248,000	52,900	-	875,900
Fire Mitigation Impact Fees	-	-	-	1,500	100	-	-	1,600
H.R. 1319 American Rescue	-	-	6,940,000	-	-	-	-	6,940,000
Light & Landscape Maint. Dist	-	-	-	968,936	14,325	-	-	983,261
Residential Street Lighting	-	-	-	109,593	2,406	-	-	111,999
Recology Rate Stabilization	-	-	-	-	-	671	-	671
Total Special Revenue	-	-	14,244,152	1,405,029	144,389	671	-	15,794,241
Enterprise Funds								
Surface Water Operating	-	-	-	16,428,600	155,100	53,000	-	16,636,700
Water Capital	-	-	-	340,000	124,000	-	-	464,000
Water - SRF	-	-	-	650,000	-	-	-	650,000
Wastewater Operating	-	-	-	20,201,800	149,900	31,500	-	20,383,200
Wastewater Capital	-	-	-	270,000	115,600	-	-	385,600
Total Enterprise	-	-	-	37,890,400	544,600	84,500	-	38,519,500
Internal Service Funds								
Employee Benefits	-	-	-	-	1,773	3,738,869	-	3,740,642
Dental/Vision Plan	-	-	-	-	4,500	520,200	-	524,700
Disability Program	-	-	-	-	2,250	124,800	-	127,050
General Liability	-	-	-	-	5,519	-	3,359,685	3,365,204
Workers Comp Insurance	-	-	-	-	12,450	-	1,164,861	1,177,311
Vehicle Maintenance	-	-	-	-	3,857	-	1,002,838	1,006,695
Vehicle Replacement	-	-	-	-	140,000	13,000	1,328,093	1,481,093
Technology Replacement	-	-	-	-	27,149	65,464	1,020,952	113,565
Total Internal Service	-	-	-	-	197,498	4,462,333	7,876,429	12,536,260
Total All Funds	\$ 38,985,300	\$ 2,096,500	\$ 14,682,162	\$ 42,378,729	\$ 1,211,187	\$ 4,871,804	\$ 23,679,829	\$ 127,855,511

All Fund Summary - Expenditure By Category

Fund Description	Salaries & Benefits	Supplies & Services	Capital Acquisitions	Internal Charges & Transfers	Total Adopted
General Fund	\$ 43,443,569	\$ 13,952,940	\$ 5,333	\$ -	\$ 57,401,842
Special Revenue Funds					
CDBG Program	-	305,059	-	262,700	567,759
CDBG Housing RLF	-	25,000	-	-	25,000
CDBG-CV	-	-	-	-	-
HOME Program	-	50,000	-	-	50,000
Streets & Roads	-	-	-	4,267,200	4,267,200
Development Impact Fees	-	324,316	-	50,100	374,416
Traffic Safety	-	-	-	150,000	150,000
H.R. 1319 American Rescue Plan	-	-	-	6,940,000	6,940,000
Suspended Traffic Offender Program	-	-	-	75,000	75,000
Transportation Development Act	-	-	-	1,980,740	1,980,740
Lighting & Landscape Maint. Districts	-	531,487	-	239,841	771,328
Residential Street Lighting	-	85,622	-	1,959	87,581
Total Special Revenue	-	1,321,484	-	13,967,540	15,289,023
Enterprise Funds					
Surface Water Operating	3,864,627	6,551,956	5,333	4,455,026	14,876,942
Water Capital	-	-	-	1,149,791	1,149,791
Water - SRF	-	629,728	-	-	629,728
Wastewater Operating	5,180,039	6,555,431	105,833	5,282,778	17,124,081
Wastewater Capital	-	-	-	705,218	705,218
Total Enterprise	9,044,666	13,737,115	111,166	11,592,813	34,485,760
Internal Service Funds					
Employee Benefits	-	3,740,642	-	-	3,740,642
Dental/Vision Plan	-	535,000	-	-	535,000
Disability Program	-	100,000	-	-	100,000
General Liability	-	\$3,359,684	-	-	3,359,684
Workers Comp Insurance	-	\$1,200,000	-	-	1,200,000
Vehicle Maintenance	482,181	529,944	-	-	1,012,125
Vehicle Replacement	-	749,213	1,591,500	-	2,340,713
Technology Replacement	-	832,014	277,000	-	1,109,014
Total Internal Service	482,181	11,046,497	1,868,500	-	13,397,178
Total All Funds	\$ 52,970,416	\$ 40,058,035	\$ 1,984,999	\$ 25,560,353	\$ 120,573,803

Budget Comparison By Fund - Revenues

Fund Description	Actual	Actual	Actual	Adopted/ Amended	Projected	Adopted
	2019-20	2020-21	2021-22	2022-23	2022-23	2023-24
General Fund	\$ 45,882,176	\$ 50,322,850	\$ 53,883,141	\$ 57,656,223	\$ 56,800,728	\$ 60,129,610
Special Revenue Funds						
CDBG Program	503,201	1,055,052	382,775	628,600	628,600	567,759
CDBG-CV	-	6,563	309,663	500,900	500,900	-
CDBG Housing RLF	20,654	24,666	104,364	27,000	117,000	103,000
HOME Program	153,007	191,399	396,934	206,500	126,296	205,000
Streets & Roads	19,985,202	10,700,661	4,150,432	4,422,900	4,789,125	4,515,266
TDA	1,841,625	1,295,461	1,744,787	3,305,000	11,100	2,034,085
Traffic Safety	195,888	172,603	334,896	200,000	168,600	189,600
Suspended Traffic Offender Program	112,442	73,564	130,526	112,000	142,000	142,000
Development Impact Fees	2,586,971	1,110,668	2,546,111	-	863,100	875,900
Fire Mitigation Impact Fees	3,413	1,505	4,389	1,600	1,600	1,600
H.R. 1319 American Rescue Plan	-	-	15,642,139	-	149,766	6,940,000
Lighting & Landscape Maint. Districts	818,092	831,986	863,486	957,878	868,045	983,261
Residential Street Lighting	104,615	105,237	103,637	106,313	104,023	111,999
DOE Energy Conservation	105,806	13,951	-	-	-	-
Recology Rate Stabilization	76,491	800	437	-	671	671
Total Special Revenue	26,507,407	15,584,116	26,714,576	10,468,691	8,470,826	16,670,141
Enterprise Funds						
Surface Water Operating	15,126,397	17,975,268	16,429,243	16,109,300	16,904,600	16,636,700
Water Capital	1,332,512	1,199,283	1,797,969	1,394,400	964,500	1,114,000
Wastewater Operating	16,682,414	17,854,403	18,106,413	18,279,100	19,400,100	20,383,200
Wastewater Capital	489,601	712,725	905,643	675,200	579,500	385,600
Total Enterprise	33,630,923	37,741,679	37,239,268	36,458,000	37,848,700	38,519,500
Internal Service Funds						
Employee Benefit	3,723,713	3,639,745	3,587,929	3,804,500	3,804,500	3,740,642
Dental/Vision Plan	540,065	530,483	534,989	565,900	565,900	524,700
Disability Program	84,433	91,245	102,749	107,400	107,400	127,050
General Liability	850,000	1,392,100	2,111,832	2,896,500	2,896,500	3,365,204
Workers Comp Insurance	1,345,581	1,474,496	1,431,992	1,156,000	1,156,000	1,177,311
Vehicle Maintenance	974,458	1,160,991	1,208,345	1,015,466	1,016,850	1,006,695
Vehicle Replacement	1,395,017	1,241,085	1,313,680	4,430,100	4,430,100	1,481,093
Technology Replacement	767,407	723,728	601,629	987,164	990,164	1,113,565
Total Internal Service	9,680,674	10,253,873	10,893,145	14,963,030	14,967,414	12,536,260
Total All Funds	\$ 115,701,180	\$ 113,902,519	\$ 128,730,129	\$ 119,545,944	\$ 118,087,668	\$ 127,855,511

Budget Comparison By Fund - Expenditures

Fund Description	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
General Fund	\$ 42,382,027	\$ 43,302,826	\$ 48,650,657	\$ 56,911,367	\$ 57,401,842
Special Revenue Funds					
CDBG Program	503,201	1,055,052	631,800	628,600	567,759
CDBG-CV	-	6,563	818,154	500,900	-
CDBG Housing RLF	-	-	1,417	25,000	25,000
HOME Program	865	17,817	169,954	50,000	50,000
Development Impact Fees	2,586,971	1,110,668	1,285,631	9,193,103	374,416
Streets & Roads	19,967,788	6,091,418	1,938,650	25,592,675	4,267,200
Transportation Development Act	1,534,989	896,836	903,363	5,803,073	1,980,740
Traffic Safety	150,000	200,000	140,000	151,239	150,000
Suspended Traffic Offender Program	125,000	125,000	75,000	75,000	75,000
Lighting & Landscape Maint. Districts	925,450	849,202	739,797	863,355	771,328
Residential Street Lighting	91,666	103,963	102,942	96,682	87,581
Recology Rate Stabilization	56,810	-	-	-	-
H.R. 1319 ARP	-	-	593,556	1,508,387	6,940,000
DOE Energy Conservation	60,677	-	-	-	-
Fire Mitigation Fee	7,500	-	-	-	-
Total Special Revenue	\$ 26,010,917	\$ 10,456,518	\$ 7,400,264	\$ 44,488,014	\$ 15,289,023
Enterprise Funds					
Surface Water Operating	9,843,571	11,049,604	11,747,299	13,463,382	14,876,942
Water Capital	2,146,018	1,816,143	1,814,570	1,779,845	1,779,519
Wastewater	12,969,822	13,186,278	14,445,838	17,211,727	17,124,081
Wastewater Capital	707,792	708,544	717,728	705,117	705,218
Total Enterprise	25,667,203	26,760,569	28,725,435	33,160,071	34,485,760
Internal Service Funds					
Employee Benefit	3,723,036	3,676,333	3,599,305	3,804,500	3,740,642
Dental/Vision Plan	473,061	510,630	476,184	530,000	535,000
Disability Program	82,444	128,308	35,802	100,000	100,000
General Liability	1,301,954	1,311,670	1,778,599	2,893,500	3,359,684
Workers Comp Insurance	1,069,737	1,561,005	1,462,376	1,156,000	1,200,000
Vehicle Maintenance	979,762	974,941	1,152,169	1,025,202	1,012,125
Vehicle Replacement	514,609	565,624	1,103,882	780,276	2,340,713
Technology Replacement	806,673	599,661	961,067	1,422,554	1,109,014
Total Internal Service	8,951,276	9,328,172	10,569,384	11,712,032	13,397,178
Total All Funds	\$ 103,011,423	\$ 89,848,085	\$ 95,345,740	\$ 146,271,484	\$ 120,573,802

All Program Summary

Expenditures By Program	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
Legislative/Administrative					
City Council	\$ 133,532	132,565	\$ 195,381	\$ 168,705	\$159,429
City Attorney	359,432	357,691	438,484	423,227	415,900
City Manager	746,876	647,140	776,991	1,081,824	952,300
Economic Development	88,875	84,307	80,897	-	-
City Clerk	28,781	49,043	98,808	242,138	97,376
City Treasurer	938	943	954	8,342	7,375
Total	1,358,433	1,271,688	1,591,515	1,924,236	1,632,380
Finance/IT					
Finance	1,733,808	1,744,854	2,014,685	2,469,133	2,478,839
Information Technology	921,687	1,010,335	1,078,069	1,180,547	1,223,763
Total	2,655,496	2,755,189	3,092,754	3,649,680	3,702,602
Human Resources					
Human Resources	855,686	775,430	913,630	1,364,524	1,369,277
Development Services					
Planning	872,552	577,765	692,034	923,351	1,028,702
Building	698,680	732,041	874,577	1,330,695	1,312,906
Total	1,571,232	1,309,806	1,566,611	2,254,046	2,341,608
Police					
Traffic	826,994	896,558	991,871	1,158,476	1,541,514
Administration	2,051,552	2,247,819	2,629,748	2,747,080	2,694,305
Investigations	2,416,291	2,695,074	2,624,179	3,603,662	3,585,231
Field Operations	8,450,045	9,700,489	10,599,890	11,291,822	11,242,963
Community Outreach	124,418	129,448	141,876	126,890	141,124
Information Resources	121,775	131,870	144,295	148,658	144,870
Crime Analysis and Intelligence	20,187	26,246	34,608	27,630	129,216
Communications	1,413,784	1,446,139	1,636,956	1,933,217	1,845,118
Total	15,425,045	17,273,644	18,803,423	21,037,435	21,324,341
Fire					
Administration	1,750,724	1,107,926	1,265,224	1,837,478	1,854,659
Operations	9,884,668	10,160,617	11,513,467	12,705,211	13,070,600
Total	11,635,392	11,268,543	12,778,691	14,542,689	14,925,259
Public Works					
Administration	177,629	121,205	210,052	186,901	209,451
Engineering	1,338,895	1,235,000	1,294,613	1,898,781	1,778,504
Street Maintenance	1,442,377	1,614,901	1,632,885	2,151,814	1,961,374
Electrical Maintenance	604,840	691,747	694,914	752,417	712,753
Facilities Maintenance	758,962	762,137	1,014,416	1,089,030	1,133,743
Total	4,322,703	4,424,990	4,846,880	6,078,943	5,795,825
Non-Departmental					
Contingency	18,524	38,096	-	100,000	100,000
Non-Departmental	265,684	163,636	183,120	237,123	289,140
Total	284,208	201,731	183,120	337,123	389,140

All Program Summary

Expenditures	Actual	Actual	Actual	Adopted/	Adopted
By Program	2019-20	2020-21	2021-22	Amended 2022-23	2023-24
Community Services					
Administration	523,691	568,947	552,114	585,513	596,283
Supervision	282,127	299,242	357,209	466,954	407,853
Parks Maintenance	1,412,134	1,401,231	1,514,815	2,051,613	2,130,806
Senior Center	163,938	158,071	202,847	258,538	255,935
Aquatics	693,794	669,044	809,784	788,174	794,971
Animal Control	841,007	733,966	923,093	978,311	1,106,931
Recreation Programs	357,141	191,304	516,974	593,588	628,631
Total	4,273,832	4,021,805	4,876,836	5,722,691	5,921,410
<hr/>					
Total General Fund	\$ 42,382,027	\$ 43,302,826	\$ 48,653,460	\$ 56,574,244	\$ 57,401,842
<hr/>					
Special Revenue Funds					
CDBG Program	503,201	1,055,052	631,800	628,600	567,759
CDBG-CV	-	6,563	818,154	500,900	-
CDBG Housing RLF	-	-	1,417	25,000	25,000
HOME Program	865	17,817	169,954	50,000	50,000
Development Impact Fees	2,586,971	1,110,668	1,285,631	9,193,103	374,416
Streets & Roads	19,967,788	6,091,418	1,938,650	25,592,675	4,267,200
Transportation Development Act	1,534,989	896,836	903,363	5,803,073	1,980,740
Traffic Safety Fund	150,000	200,000	140,000	151,239	150,000
Suspended Traffic Offender Program	125,000	125,000	75,000	75,000	75,000
Lighting & Landscape Maint. Districts	925,450	849,202	739,797	863,355	771,328
Residential Street Lighting	91,666	103,963	102,942	96,682	87,581
Recology Rate Stabilization	56,810	0	-	-	-
H.R. 1319 American Rescue Plan	-	-	593,556	1,508,387	6,940,000
DOE Energy Conservation	60,677	0	-	-	-
Fire Mitigation Fee	7,500	0	-	-	-
Total Special Revenue	26,003,417	10,456,518	7,400,264	44,488,014	15,289,023

All Program Summary

Expenditures By Program	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
Enterprise Funds					
Surface Water Operating					
Water Distribution	\$ 1,177,101	1,270,885	\$ 1,539,399	\$ 1,931,305	\$ 2,054,485
Water Treatment	8,666,470	9,778,719	10,207,900	11,532,077	12,822,457
Total Surface Water Operating	9,843,571	11,049,604	11,747,299	13,463,382	14,876,942
Water Capital					
Capital Debt Service	1,516,289	1,186,415	1,184,842	1,148,991	1,149,791
HWS Region 1 & Region 2/3	629,728	629,728	629,728	630,854	629,728
Total Water Capital	2,146,018	1,816,143	1,814,570	1,779,845	1,779,519
Wastewater Operating					
Wastewater Collection	1,042,223	1,105,527	1,331,662	1,494,549	1,462,240
Wastewater Treatment Plant	10,776,265	10,931,206	11,804,815	13,776,035	13,690,534
Environmental Compliance	158,144	191,357	358,941	557,554	604,301
Treatment Plant Laboratory	993,190	958,188	950,420	1,383,589	1,367,006
Total Wastewater Operating	12,969,822	13,186,278	14,445,838	17,211,727	17,124,081
Wastewater Capital					
Capital Debt Service/CIP	707,792	708,544	717,728	705,117	705,218
Total Wastewater Capital	707,792	708,544	717,728	705,117	705,218
Total Enterprise Funds	\$ 25,667,203	\$ 26,760,569	\$ 28,725,435	\$ 33,160,071	\$ 34,485,760
Internal Service Funds					
Employee Benefit Fund	3,723,036	3,676,333	3,599,305	3,804,500	3,740,642
Dental/Vision Fund	473,061	510,630	476,184	530,000	535,000
Disability Program Fund	82,444	128,308	35,802	100,000	100,000
Gen. Liability Ins. Fund	1,301,954	1,311,670	1,778,599	2,893,500	3,359,684
Workers Comp Ins. Fund	1,069,737	1,561,005	1,462,376	1,156,000	1,200,000
Vehicle Maintenance Fund	979,762	974,941	1,152,169	1,025,202	1,012,125
Vehicle Replacement Fund	514,609	565,624	1,103,882	780,276	2,340,713
Technology Replacement	806,673	599,661	961,067	1,422,554	1,109,014
Total Internal Service	8,951,276	9,328,172	10,569,384	11,712,032	13,397,178
Total All Programs	\$ 103,003,923	\$ 89,848,085	\$ 95,348,543	\$ 145,934,361	\$ 120,573,803

Interfund Transfer Summary

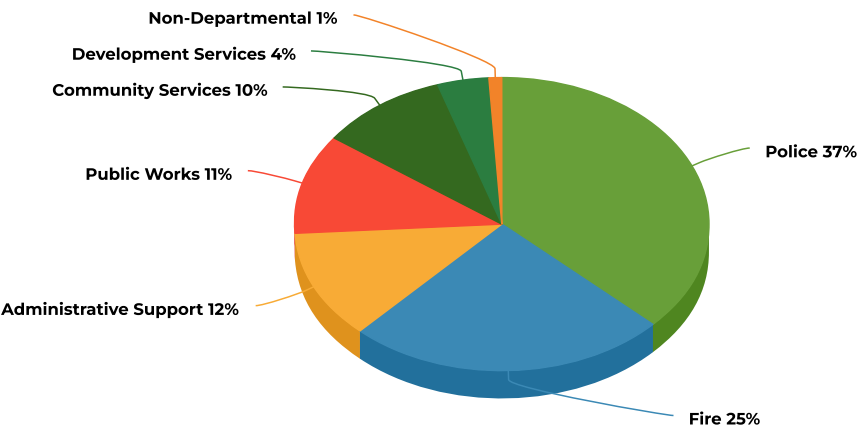
Fund Description	Transfer to General Fund	Transfer to CIP Fund	Transfer to Wastewater Fund	Transfer to Debt Service	Total Transfers
General Fund Total	\$ -	\$ -	\$ -	\$ -	\$ -
Special Revenue Funds					
CDBG Fund	52,700	210,000	-	-	262,700
Streets & Roads Fund	1,747,200	2,520,000	-	-	4,267,200
TDA Fund	600,000	1,380,740	-	-	1,980,740
Traffic Safety Fund	150,000	-	-	-	150,000
Suspended Traffic Offender Program	75,000	-	-	-	75,000
Development Impact Fees	50,100	-	-	-	50,100
Lighting & Landscape Maint. Districts	239,841	-	-	-	239,841
Residential Street Light	1,959	-	-	-	1,959
Budget Stabilization Fund	6,600,000	340,000	-	-	6,940,000
Total Special Revenues	9,516,800	4,450,740	-	-	13,967,540
Capital Project Funds	1,123,500	-	-	-	1,123,500
Enterprise Funds					
Surface Water Operating	2,569,600	-	175,000	1,530,616	4,275,216
Water Capital	-	-	-	1,149,791	1,149,791
Wastewater Operating	2,562,100	-	-	2,449,104	5,011,204
Wastewater Capital	-	-	-	705,217	705,217
Total Enterprise	5,131,700	-	175,000	5,834,728	11,141,428
RDA Successor Agency					
RDA Successor Agency	31,400	-	-	47,404	78,804
Total RDA Successor Agency	31,400	-	-	47,404	78,804
Total Interfund Transfer	\$ 15,803,400	\$ 4,450,740	\$ 175,000	\$ 5,882,132	\$ 26,311,272

Internal Service Charge Summary

Fund Description	Contribution to General Liability	Contribution to Technology Replacement	Contribution to Worker's Compensation	Contribution to Vehicle Maintenance	Contribution to Vehicle Replacement	Total Contributions
General Fund	\$ 2,077,191	\$ 697,066	\$ 791,533	\$ 794,716	\$ 1,069,642	\$ 5,430,148
Enterprise Funds						
Water	537,450	125,357	159,569	54,872	87,733	964,981
Wastewater	733,600	148,081	179,344	85,300	170,318	1,316,643
Total Enterprise Funds	1,271,050	273,438	338,913	140,172	258,051	2,281,624
Internal Service Funds						
Vehicle Maintenance	11,444	12,448	23,402	52,850	400	100,544
Total Internal Service	11,444	12,448	23,402	52,850	400	100,544
Joint Powers Authority						
Sutter Animal Services Authority	-	38,000	11,013	15,100	-	64,113
Total Joint Powers Authority	-	38,000	11,013	15,100	-	64,113
Total	\$ 3,359,685	\$ 1,020,952	\$ 1,164,861	\$ 1,002,838	\$ 1,328,093	\$ 7,876,429

The Value of City Services

Residents pay \$69.62/month for City Services



\$69.62 pays for one of these:

- Almost One Month of Standard Cable Services
- Evening Out - Dinner for Two
- Matinee movie for a Family of Four
- One ticket to Disney on Ice
- One Month at a Health Club
- Two or Three DVD's
- A Tank of Gas
- 10 drinks from Starbucks

Or \$69.62 pays for all of these:

- 24 Hour Police and Fire Protection
- Well Groomed Parks and Trees
- Safety Lighting for Streets
- Street Sweeping and Maintenance
- Community Events
- Community Economic Development
- A Well Planned, Zoned Community
- Professional Management of a Citizen's Tax Investment in the Community

Lighting & Landscape Maintenance Districts

Fund No.	Description	Location	2023-24 Amount
240	Zone A # 1	North Stabler Lane	\$ 18,493
241	Zone B # 1	South Yuba City - Garden Highway/Railroad, 1256 Garden Hwy.	64,591
242	Zone A # 2	Town Center	35,703
243	Zone A # 3	Palisades Subdivision	18,176
244	Zone A-E # 4	Regency Park, Butte Vista & Stabler Park	120,044
245	Zone A # 5	South Park Village	3,209
246	Zone B #5	Rai Est., Sutter Cottages, Phillips Est., & Garden Gate Est.	25,672
247	Zone C,D,E,F,G,H,I,J #5	Wheeler Estates, Walnut Glen, Almond Grove, Walton Station, Park Vista, Phalla Estates, & Mesara Ranch, Yuba City Islands	209,765
249	Zone L #5	Richland Ranch	5,858
271	Zone K #5	Hunji, Franklin Rd, Temple, Bridge St., Del Monte, Canterbury, Walnut Park & River Valley	251,546
273	Zone A-B #6	River Valley Commercial, Geweke Crossing, Harter Specific Plan, La Bella Vita, Cinemark, Lincoln-Walton Retail, YCCD Sutter County, Unity Estates, 1619 Franklin Road, & 1240 Plumas St.	14,737
274		Wildewood West Landscaping	3,517
Total			\$ 771,311

Notes:

- 240 Provides funds for landscape maintenance costs for the properties in the North Stabler area.
- 241 Provides funds for landscape maintenance costs for the properties in the South Yuba City - Garden Highway/Railroad and 1256 Garden Highway area.
- 242 Provides funds for lighting and landscape maintenance costs for the properties in the Town Center area.
- 243 Provides funds for lighting, landscape maintenance, and storm drainage costs in the Palisades subdivision.
- 244 Provides funds for lighting and landscape maintenance costs for the properties in the Regency Park, Butte Vista Estates and Stabler Park Estates areas.
- 245 Provides funds for lighting and landscape maintenance costs for the properties in the South Park Village area.
- 246 Provides funds for lighting and landscape maintenance costs for the properties in the Rai Estates, Sutter Cottages, Phillips Estates and Garden Gate Estates area.
- 247 Provides funds for lighting and landscape maintenance costs for the properties in the Wheeler Estates, Walton Station, Park Vista, Phalla Estates, Yuba City Islands, and Masera Ranch area.
- 249 Provides funds for lighting and landscape maintenance costs for the properties in the Richland Ranch area.
- 271 Provides funds for lighting and landscape maintenance costs for the properties in the Hunji Village Units 1 & 2, Franklin Road Estates, Temple Village, Bridge Street Village, Del Monte Ranch Units 2 & 3, Bridge Street Estates, Canterbury Estates Unit 1, North Canterbury Estates, Walnut Park Estates Units 1 & 2, and River Valley Estates area.
- 273 Provides funds for lighting and landscape maintenance costs for the properties in the River Valley Commercial, Geweke Crossing, Harter Specific Plan, LaBella Vita, Cinemark , Lincoln-Walton Retail, YCCD Sutter County, Unity Estates, 1619 Franklin Road & 1240 Plumas Street area
- 274 Provides funds for lighting and landscape maintenance costs for the properties in the Wildewood West area.

Full-Time Equivalent Positions

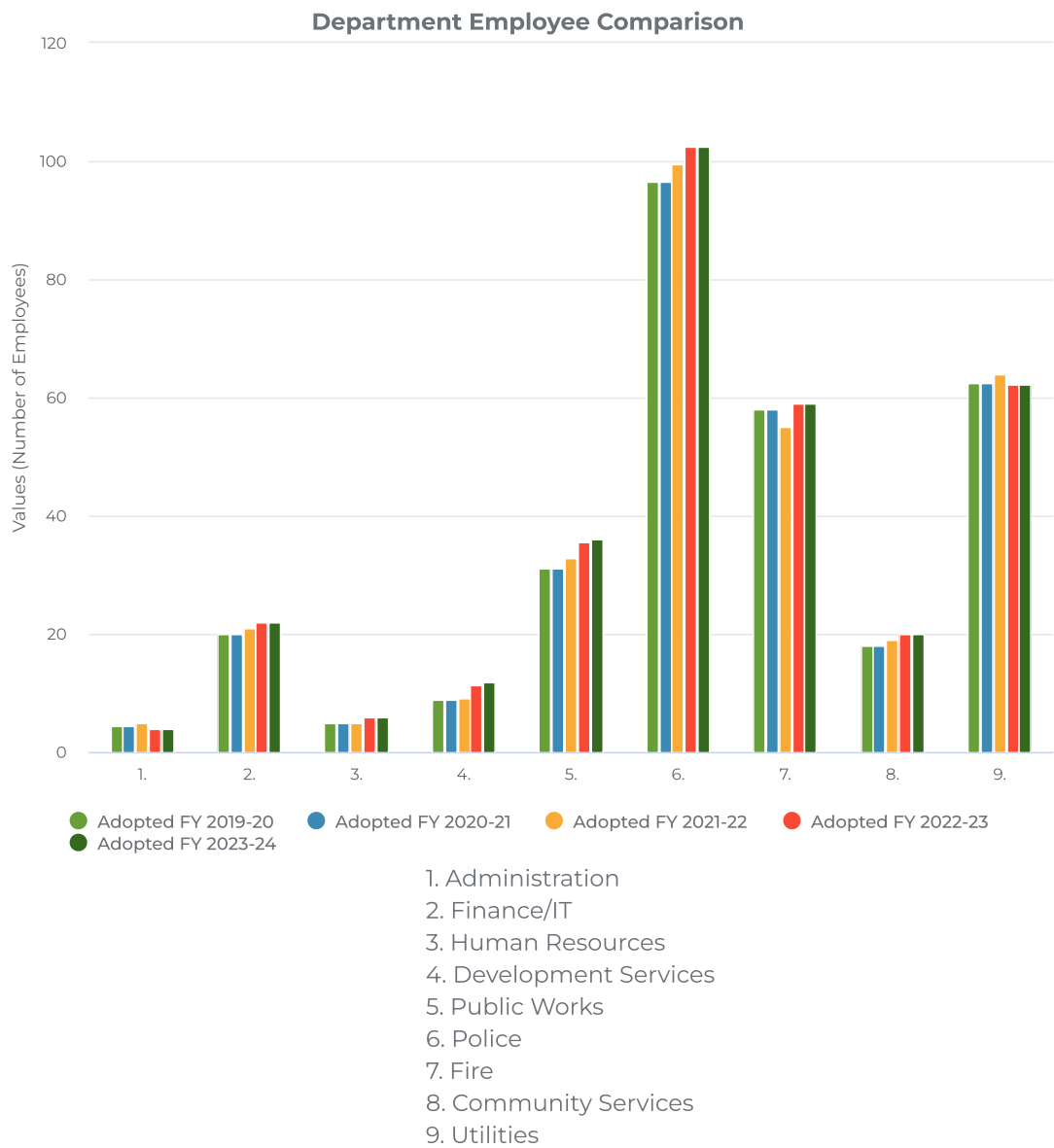
Dept. No.	Department/Division	Adopted/ Amended	Adopted/ Amended	Adopted/ Amended	Adopted/ Amended	Change From Adopted	Year 2022-23
		2019-20	2020-21	2021-22	2022-23	2023-24	to 2023-24
GENERAL FUND							
1305	City Manager	4.34	4.34	5.00	4.00	4.00	-
1510	Finance	14.00	14.00	15.00	16.00	16.00	-
1530	Information Technology	6.00	6.00	6.00	6.00	6.00	-
1541	Facilities Maintenance	5.00	5.00	7.00	7.00	7.00	-
1720	Human Resources	5.00	5.00	5.00	6.00	6.00	-
1905	Public Works Administration	1.00	1.00	0.75	0.75	1.25	0.50
1910	Planning	3.75	3.75	3.75	4.75	5.50	0.75
1920	Building Inspection	5.25	5.25	5.50	6.50	6.25	(0.25)
1930	Engineering	11.00	11.00	11.00	11.00	11.00	-
2110	Traffic Education & Enforcement	6.00	5.00	5.00	5.00	5.00	-
2120	Police Administration	8.00	9.00	11.00	10.00	10.00	-
2130	Investigation	14.00	14.00	14.00	15.00	15.00	-
2140	Field Operations	54.50	54.50	55.50	55.50	55.50	-
2150	Community Outreach	1.00	1.00	1.00	1.00	1.00	-
2155	Information Resources	1.00	1.00	1.00	1.00	1.00	-
2170	Communications	12.00	12.00	12.00	15.00	15.00	-
2305	Fire Administration	7.00	7.00	7.00	8.00	8.00	-
2310	Fire Operations	51.00	51.00	48.00	51.00	51.00	-
3130	Street Maintenance	9.34	9.34	9.34	11.54	11.54	-
3150	Electrical Maintenance	0.88	0.88	0.78	1.08	1.08	-
5105	Parks & Recreation Administration	3.00	3.00	3.00	3.00	3.00	-
5110	Recreation Supervision	3.00	3.00	3.00	3.00	3.00	-
5115	Parks Maintenance	10.00	10.00	11.00	12.00	12.00	-
5120	Senior Center	1.00	1.00	1.00	1.00	1.00	-
5130	Aquatics	1.00	1.00	1.00	1.00	1.00	-
Total		238.06	238.06	242.62	256.12	257.12	1.00
VEHICLE MAINTENANCE FUND							
6605	Vehicle Maintenance	4.00	4.00	4.00	4.15	4.15	-
Total		4.00	4.00	4.00	4.15	4.15	-
WATER FUND							
7110	Water Distribution	9.29	9.29	9.29	9.64	9.64	-
7120	Water Treatment Plant	15.68	15.68	16.05	14.00	14.00	-
Total		24.97	24.97	25.34	23.64	23.64	-
WASTEWATER FUND							
8110	Wastewater Collection	7.29	7.29	7.29	7.29	7.29	-
8120	Wastewater Treatment Plant	23.18	23.18	22.25	22.25	22.25	-
8130	Environmental Compliance	1.00	1.00	3.00	3.00	3.00	-
8140	Treatment Plant Laboratory	6.00	6.00	6.00	6.00	6.00	-
Total		37.47	37.47	38.54	38.54	38.54	-
Total (All Funds)		304.50	304.50	310.50	322.45	323.45	1.00
ELECTED PART-TIME POSITIONS							
1110	City Council Members	5.00	5.00	5.00	5.00	5.00	-
1710	City Clerk	1.00	1.00	1.00	1.00	1.00	-
1520	City Treasurer	1.00	1.00	1.00	1.00	1.00	-
Total Elected Positions		7.00	7.00	7.00	7.00	7.00	-
Total All Funds and Elected Positions		311.50	311.50	317.50	329.45	330.45	1.00

Personnel Changes

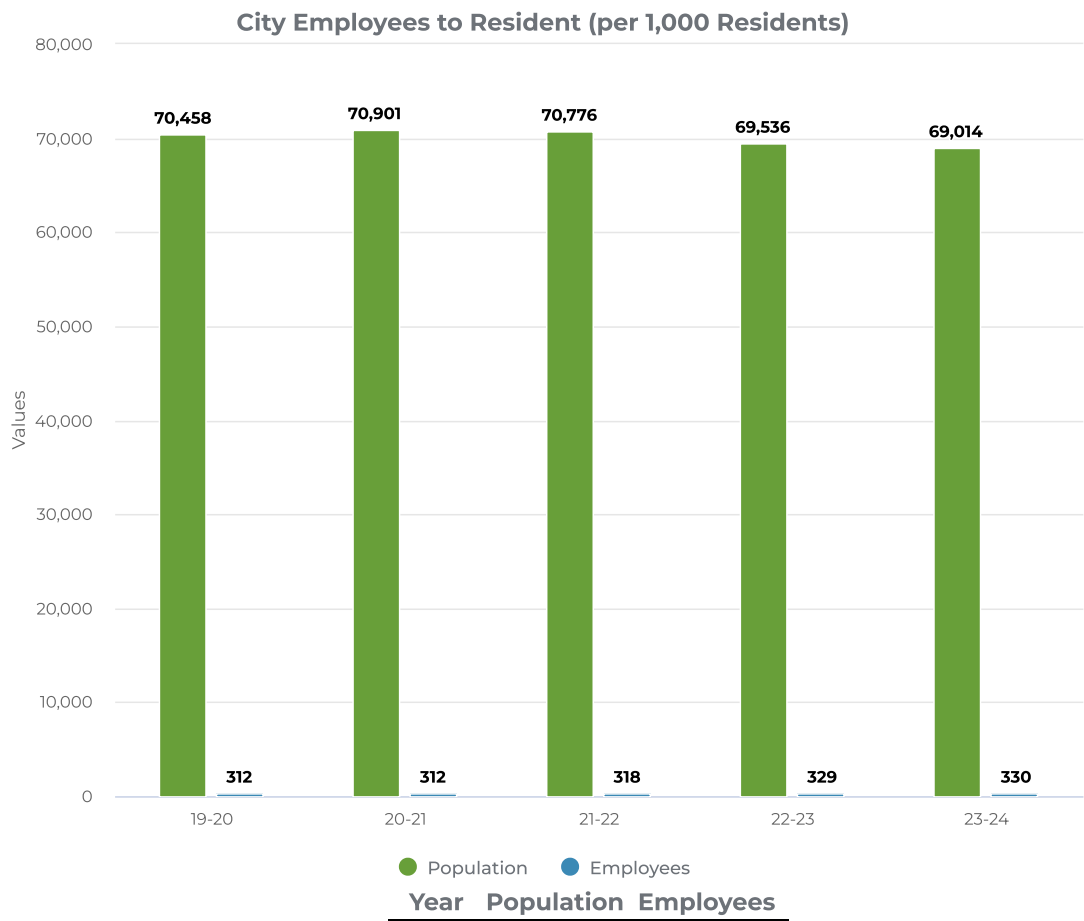
FISCAL YEAR 2023-2024

Dept. No.	Department/Division	Old Position/Title	Action	New Position/Title	Number Change
<u>Development Services</u>					
1910	Planning	Development Liaison	Reallocation		0.25
1910	Planning		New	Administrative Assistant	0.50
1920	Building	Development Liaison	Reallocation		(0.25)
<u>Public Works</u>					
1905	Public Works Admin		New	Administrative Assistant	0.50
<i>Total Personnel Changes - General Fund</i>					1.00

Full-Time Equivalent Positions



Full-Time Equivalent Positions



Year	Population	Employees
19-20	70,458	311.50
20-21	70,901	311.50
21-22	70,776	317.5
22-23	69,536	329.45
23-24	69,014	330.45

Employee Benefits

EMPLOYEE BENEFIT SUMMARY

Retirement: The City is a member of the State of California Public Employee Retirement System (CalPERS). The City reports 100% of the employer payment of member contributions (EPMC) for Classic Members (excluding the Fire and Local 1 bargaining units). No EPMC benefits are paid for new PERS Members (Eff. Jan. 1, 2013). Effective July 1, 2015, Classic PERS members will cost share 9% (Safety)/8% (Misc. Tier 1)/7% (Misc. Tier 2) of the employer contribution rate. The City's PERS plan is as follows:

Miscellaneous

Tier 1: 2.7% @ 55 (Hired through June 30, 2012)

Tier 2: 2% @ 55 (Effective July 1, 2012)

Tier 3/PEPRA: 2% @ 62 (Effective January 1, 2013)

Safety

Tier 1 & 2: 3% @ 50 (Hired through June 30, 2012)

Tier 3: 3% @ 55 (Effective July 1, 2012)

Tier 4/PEPRA 2.7% @ 57 (Effective January 1, 2013)

Post-Employment Health-Care: The contribution amount paid by the City will be determined each year by what the City's maximum health insurance contribution is for "Employee Only" for non-retired Executive Management employees. The retiree will be responsible for the difference based on the City's Contribution. *Required for qualification: 5 years of City service and are of full retirement age.* In addition, the City has chosen to contract with CalPERS to provide health benefits to our POA & Police Sergeants employees and annuitants under PEMCHA. The City of Yuba City has designated the PEMHCA Minimum as their contribution.

Professional Development: The Tuition Reimbursement Program is designed to encourage employees to actively pursue higher education to improve their knowledge and skills in current job-related areas and other career fields within City service. For most groups within the City, the City pays \$5,000 towards tuition, parking fees, class presentation materials, and other educationally related materials, fees or supplies. The City pays \$150 towards books annually for job-related courses. Non-job-related courses are paid at 50% (subject to approval).

Deferred Compensation: A section 457 plan is available to full-time employees. The City contributes \$50 per month to First Level Managers, Fire Management and Police Sergeants. The City contributes \$100 per month to Mid-Managers and Confidential employees. The City contributes \$200 per month to the Executive Staff employees.

Retirement Health Savings Plan: The Fire Management Association contributes 2% of their earnings to the plan each year. The Firefighters' Union contributes 3% of their earnings to the plan each year.

Life Insurance: The Employee benefit amount (dependent upon Bargaining Unit MOU) and \$2,000 for dependents are paid by the City. The Employee can elect supplemental dependent coverage at the employee's cost.

Bilingual Pay: The City will pay bilingual pay incentive for employees who demonstrate proficiency in a foreign language, based on the City's needs.

Sick Leave: 3.7 hours per pay period – unlimited accrual. 5.6 hours per pay period for employees who have a 56-hour shift work week.

Vacation:

All 40 hour employees

0 - Completion of 4 years	4.0 hours per pay period	264 hours max accrual
5 - Completion of 10 years	5.5 hours per pay period	327 hours max accrual
11 - Completion of 15 years	6.5 hours per pay period	377 hours max accrual
16 or more years	7.1 hours per pay period	425 hours max accrual

Employee Benefits

Fire Management and Firefighters' Local (56 hour work schedule)

0 to 4 years	6.5 hours per 24 hour shift	370 hours max accrual
5+ to 9 years	8.6 hours per 24 hour shift	458 hours max accrual
10+ to 14 years	10.2 hours per 24 hour shift	528 hours max accrual
15 or more years	11.1 hours per 24 hour shift	596 hours max accrual

Administrative Leave: Full-time management and confidential employees receive 80 hours of administrative leave per year.

Holidays: Full-time non-safety employees receive 11 paid holidays per year. In addition, employees receive two floating holidays which can be used at the employee's discretion (with expiration at June 30th). In lieu of time off on holidays and holiday pay, all safety (including Public Safety Dispatchers) shall receive a designated amount of straight time pay per month.

Health, Dental & Vision: Medical, Dental and Vision premiums are paid both by the City and the employee. In addition, the City offers a Cash-in-Lieu program on medical insurance.

Short Term Disability: The City of Yuba City is self-insured. The plan is funded exclusively by employee contributions. The plan provides income protection for up to one year for non-industrial disabilities that prevents the ability to work. The current rate is .42% of the employee's base salary for the FLM, MM, POA, Sworn MM and Executive Team units and .84% of the employee's base salary for the Local 1 unit.

Long Term Disability: At the City's expense, the City will provide a long-term disability program for employees within the First Level Managers unit, the Mid-Managers unit and the Executive Staff.

Employee Assistance Program: Available to all full-time employees and their family members. Each eligible person receives a designated number of visits per year or per incident (dependent on bargaining unit agreement). This includes legal services unrelated to City employment issues.

Computer Purchase Program: Created to heighten computer literacy of full-time City Employees. The maximum loan amount for each employee is \$2,500. The minimum amount of a loan is \$500. The interest rate will be determined by the State Investment Pool Rate.

Employee Benefit Summary

Retirement: The City is a member of the State of California Public Employee Retirement System (CalPERS). The City reports 100% of the employer payment of member contributions (EPMC) for Classic Members (excluding the Fire and Local 1 bargaining units). No EPMC benefits are paid for new PERS Members (Eff. Jan. 1, 2013). Effective July 1, 2015, Classic PERS members will cost share 9% (Safety)/8% (Misc. Tier 1)/7% (Misc. Tier 2) of the employer contribution rate. The City's PERS plan is as follows:

Miscellaneous

- Tier 1: 2.7% @ 55 (Hired through June 30, 2012)
- Tier 2: 2% @ 55 (Effective July 1, 2012)
- Tier 3/PEPRA: 2% @ 62 (Effective January 1, 2013)

Safety

- Tier 1 & 2: 3% @ 50 (Hired through June 30, 2012)
- Tier 3: 3% @ 55 (Effective July 1, 2012)
- Tier 4/PEPRA 2.7% @ 57 (Effective January 1, 2013)

Post-Employment Health-Care: The contribution amount paid by the City will be determined each year by what the City's maximum health insurance contribution is for "Employee Only" for non-retired Executive Management employees. The retiree will be responsible for the difference based on the City's Contribution. *Required for qualification: 5 years of City service and are of full retirement age.* In addition, the City has chosen to contract with CalPERS to provide health benefits to our POA & Police Sergeants employees and annuitants under PEMCHA. The City of Yuba City has designated the PEMHCA Minimum as their contribution.

Professional Development: The Tuition Reimbursement Program is designed to encourage employees to actively pursue higher education to improve their knowledge and skills in current job-related areas and other career fields within City service. For most groups within the City, the City pays \$5,000 towards tuition, parking fees, class presentation materials, and other educationally related materials, fees or supplies. The City pays \$150 towards books annually for job-related courses. Non-job-related courses are paid at 50% (subject to approval).

Deferred Compensation: A section 457 plan is available to full-time employees. The City contributes \$50 per month to First Level Managers, Fire Management and Police Sergeants. The City contributes \$100 per month to Mid-Managers and Confidential employees. The City contributes \$200 per month to the Executive Staff employees.

Retirement Health Savings Plan: The Fire Management Association contributes 2% of their earnings to the plan each year. The Firefighters' Union contributes 3% of their earnings to the plan each year.

Life Insurance: The Employee benefit amount (dependent upon Bargaining Unit MOU) and \$2,000 for dependents are paid by the City. The Employee can elect supplemental dependent coverage at the employee's cost.

Bilingual Pay: The City will pay bilingual pay incentive for employees who demonstrate proficiency in a foreign language, based on the City's needs.

Sick Leave: 3.7 hours per pay period – unlimited accrual. 5.6 hours per pay period for employees who have a 56-hour shift work week.

Vacation:

All 40 hour employees

0 - Completion of 4 years	4.0 hours per pay period	264 hours max accrual
5 - Completion of 10 years	5.5 hours per pay period	327 hours max accrual
11 - Completion of 15 years	6.5 hours per pay period	377 hours max accrual
16 or more years	7.1 hours per pay period	425 hours max accrual

Employee Benefit Summary

Fire Management and Firefighters' Local (56 hour work schedule)

0 to 4 years	6.5 hours per 24 hour shift	370 hours max accrual
5+ to 9 years	8.6 hours per 24 hour shift	458 hours max accrual
10+ to 14 years	10.2 hours per 24 hour shift	528 hours max accrual
15 or more years	11.1 hours per 24 hour shift	596 hours max accrual

Administrative Leave: Full-time management and confidential employees receive 80 hours of administrative leave per year.

Holidays: Full-time non-safety employees receive 11 paid holidays per year. In addition, employees receive two floating holidays which can be used at the employee's discretion (with expiration at June 30th). In lieu of time off on holidays and holiday pay, all safety (including Public Safety Dispatchers) shall receive a designated amount of straight time pay per month.

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FUNDING SOURCES

Revenue Highlights

Revenue Highlights

This section of the budget describes the resources that are available to support the adopted operating and capital budget. Yuba City will receive revenue in the form of taxes, fees, and other revenue sources to support its operational and capital expenses during FY 2023-24. This narrative focuses on the comparisons between year-end revenue projections and the budget year projections. The following is a brief explanation of these revenue sources.

Property Taxes

Property taxes are imposed on real property (land and permanently attached improvements, such as buildings) and tangible personal property (movable property) located within the City. The tax is imposed at a rate of one percent of the property's assessed value. Property taxes are projected using the following factors:

- The City's historical property tax revenue trends.
- Recent and projected housing and commercial construction.
- County assessed values for properties in the City.
- An increase in the average sales price of existing homes in the region, thereby resulting in a higher new assessed value.
- Known county adjustments to the assessed values from appeals and reassessment adjustments.
- Annexations to the City.

Taxable property value in the General Fund is projected to increase 3.4% over the current year-end projection. The increase in property taxes is attributable to increases due to the CPI adjustment and increases in assessed valuations due to increasing values in the real estate market, and is offset by reductions from a small quantity of parcels within the City that remain with Proposition 8 reassessments and by reduced sales due to low, post-COVID inventories.

Secured property taxes are expected to generate \$334,800 more in FY 2023-24 and property tax in lieu of VLF is projected to be \$114,000 higher. These increases represent the growth anticipated in property taxes overall.

Sales & Use Taxes

Sales & Use Taxes are imposed on retailers who sell goods within the state or on users in the state of California for property purchased outside of the state. The tax is based on the sales price of any taxable transaction of tangible personal property.

Through December 31, 2015, because of implementation of the "triple flip," Yuba City received its sales tax revenues from two separate sources, the State Board of Equalization and Sutter County. Three quarters of one percent of the sales and use taxes collected by the State Board of Equalization (SBOE) were

allocated back to Yuba City for general purposes. One quarter of one percent was allocated back to Yuba City based on an estimate provided by the State Controller's Office to Sutter County per the provisions of the State's "triple flip" allocation.

The City tracks revenues received from the county and the state separately. In accordance with the California Committee on Municipal Accounting (CCMA) White Paper, the City adopted the 7 ½ month accrual process for sales tax revenue recognition. Therefore, the City's projected sales tax revenues are based upon taxable sales generated during the fiscal year.

The impact of the triple flip ended on December 31, 2015, when the state's Economic Recovery Bonds were paid off early. Beginning January 1, 2016, the City once again began receiving the full one percent sales tax allocation from the Board of Equalization. During the final year, FY 2015-16, cities in California received a onetime increase in sales tax revenues equal to approximately 6% of total sales tax revenues due to receipt of a clean-up payment. In Yuba City's case, this amount was \$823,800. This revenue was onetime in nature and was tied to the elimination of the triple flip. It will not reoccur in future years. Yuba City therefore recorded it into a separate, stand-alone revenue account and identified it as onetime in nature in revenue schedules.

Sales tax revenue is projected to decrease by \$749,300 in FY 2023-24 over the prior year budget based on retail sales remaining flat from the post-pandemic supply-chain woes. The staff is watching the auto industry closely to see how the ongoing microchip shortage and other supply chain issues affect inventory and sales in the long term.

Another component of the California Sales Tax is the one-half percent collected under Proposition 172 (Local Public Safety Augmentation Fund). Proposition 172 was first created in 1993 to provide additional funding for public safety services. Proposition 172 revenues are projected to decrease by \$91,600 for FY 2023-24, following the same reasoning as the Bradley Burns sales tax.

Franchise Fees

Franchise Fees are collected from utility companies and other businesses within the City for the use of public rights-of-way. Currently, the City collects from four companies: Pacific Gas and Electric (PG&E), Recology Yuba-Sutter, Comcast Cable and AT&T. PG&E is charged the higher of either 2.0% of the gross receipts attributable to miles of line within the City (Broughton Act Computation) or 0.5% of the gross receipts collected within the City (1937 Act Computation). Recology Yuba-Sutter is charged at a rate of 5% of gross receipts. Comcast Cable is charged at 5% of gross annual revenues. Franchise Fee revenues are projected based on how well the local economy is doing, population estimates, demand for services, and other related information. Franchise Fee revenues are projected to be unchanged compared to the current year-end projection, based on the past few years' actuals.

Revenue Highlights

Business License Taxes

Business license taxes are charged to all businesses that are located within the City limits and/or conduct business within the City. Taxes are determined by a percentage of the business' gross receipts. Revenues are estimated to about the same as the FY 2022-23 year-end projection as the City has not seen much growth in the past few years and the post-pandemic economy may present challenges for entrepreneurs looking for opportunities.

Hotel/Motel Surcharge

Visitors to Yuba City who stay in the City's hotels, motels, and inns for a period of less than thirty days pay the Hotel/Motel Surcharge. Currently, the tax rate for the Hotel/Motel Surcharge is 10% of the price of the room. Revenues for FY 2023-24 are expected to remain about the same as the FY 2022-23 year-end projection, based on recent history and no new properties opening this fiscal year. Four new properties have been applied to build in Yuba City. However, staff does not anticipate any measurable, positive impact in the fiscal year.

Motor Vehicle License Taxes (Vehicle License Fees)

The fee is termed an "in-lieu" fee because it is imposed instead of a local property tax on the ownership of a vehicle. Previously, cities such as Yuba City received a portion of the fees collected based on the City's population. This revenue source was eliminated by the state of California in FY 2011-12. The City received between \$210,000 and \$300,000 per year previously. The City has continued to receive clean-up payments so revenues are projected at \$60,000 for FY 2022-23, but at some future date these revenues will be zero going forward.

The Vehicle License Fees (VLF) were divided into two categories, those received directly from the state based upon the historical in lieu amounts (now eliminated and no longer a revenue source) and those received from Sutter County twice per year based upon the provisions of the State Controller's Office. Beginning in 2005-06, the VLF in-lieu payments changed based upon increases in the assessed values. On that basis, the amounts received from Sutter County are classified as "Property Tax in Lieu/VLF Swap" as part of "Tax Revenues".

Allocations received from Sutter County are projected to increase by \$1,800 based upon expected increases in local assessed values.

Licenses and Permit Fees

Licenses and permit fees include building permit fees, plan check fees, and other smaller miscellaneous fees. Projections for these revenues are based on the recent and projected building activity, status of the local economy, past revenues received,

population estimates, and resources, and other pertinent information. Licenses and permit fees are projected to increase by \$279,200 compared to the prior year budget. Local projects have picked up after reopening the economy after the pandemic, but progress is slow.

Gas Tax & Local Transportation Fund

The state gas tax is derived from state of California taxes on gasoline purchases and is allocated to various governmental units based on prescribed methods. These funds are restricted to the construction, improvement and maintenance of public streets and related expenditures. When projecting Gas Tax revenue, past revenues received along with estimates provided by the League of California Cities Policy Analyst's website are used. Revenue is estimated to increase \$297,000 or a 17.63% more than current year-end projections.

In April, 2017, the Governor signed SB1, the Road Repair and Accountability Act of 2017 that provides substantial new and more stable funding for local streets and roads. This new funding source is referred to as the Road Maintenance and Repair Account (RMRA). This is expected to increase by \$228,000 in FY 2023-24 compared to the projected FY 2022-23 revenues.

In the past four years, revenue of over \$80 million included in Streets and Roads. Other revenues were from grant revenues carried over year-to-year from the 5th Street Bridge Project. Now that construction is complete, these revenues have ended in FY 2020-21.

The Transportation Development Act (TDA) provides funding from the Local Transportation Fund (LTF) for the purpose of transportation and Streets and Roads projects. Funding is derived from the one-quarter cent sales tax collected in each county. The funds are then apportioned on a per capita basis to the jurisdictions within the county. Once all transportation needs have been met, the remaining funds can be used for Streets and Roads projects (as is the case for Yuba City). LTF revenues are projected to decrease by \$1,272,800, or 39% for FY 2023-24. Revenue amounts are determined by the County of Sutter and overestimations are corrected in subsequent years, adding an element of volatility. Yuba City's allocation from this tax-derived, street maintenance source of funds is expected to be near \$1.7 million this coming fiscal year. However, the funds will remain with the Sacramento Area Council of Governments (SACOG) until the City identifies and is prepared to implement new projects.

User Fees/User Charges

User fees/charges are payments in exchange for specific public services consumed. Examples of user fees are recreation fees and water and wastewater charges. Revenue projections for user fees/charges are based on the City's history of both

Revenue Highlights

revenue generation and consumption, the implementation phases of water and wastewater rate studies, recent and projected building activity, the status of the local economy, and other pertinent information. Revenues from this category are projected to increase compared to budgeted revenues for FY 2022-23. The increase is the result of the net changes in these three areas:

- Almost no change in recreation program revenues due to the slow return of participation following the pandemic response;
- An increase of \$247,100 is expected in water operating fund revenues due to the end of drought restrictions, offset by rising operating costs, creating a net increase of 1.4%. This revenue is boosted by a 5% rate increase.
- An increase of \$1,814,500 in wastewater operating fund revenues was due in part to rate increases of 8.0%.

Other Revenue Sources

Cost Allocation Charges - General Fund. These are charges derived from allocating the General Fund's administrative and support service costs to specific non-General Fund Departments. For example, the Water and Wastewater funds pay a charge for the services rendered by the Finance/Information Technology, Human Resources, Administration, and the Public Works Departments on their behalf. The charges include allocation of a percentage of each position's salary and benefits, and a percentage of the supplies and services provided. During FY 2022-23 the City once again updated both its citywide cost allocation plan and its Public Works cost allocation plan to evaluate the true cost of services provided by service departments to other City departments. The projected FY 2023-24 user charges have been adjusted to reflect the findings of the cost allocation plan study.

Compared to the FY 2022-23 projections, the FY 2023-24 cost allocation charges will increase by \$705,200 or approximately twelve percent. The most substantial increases are due to an increase in water (\$339,300) and wastewater (\$293,800) operation charges, and an increase in capital improvement project reimbursements (\$156,200).

The City evaluates the full cost of services provided as shown in the City's updated Cost Allocation Plans. City staff monitors time spent on development-related activities, capital improvement projects, successor redevelopment agency activities and landscape maintenance district activities to reimburse the General Fund for the fully burdened cost of services provided.

For those services that recapture cost through charging fees, the overhead module provides data that enables full cost recovery accounting. The analysis of this data determines the percent of tax and fee support for each activity. A summary "Cost Allocation Budgeting" table follows the History of General Fund graphs.

Cost Allocation Charges - General Liability Fund. These charges have two criteria that are used for development:

1. Claims loss history (over a 5-year period).
2. Exposure based on payroll costs. Once these charges are developed, they are spread among all the departments to cover the FY 2023-24 General Liability and property insurance payments.

The total amount allocated for General Liability is \$722,500 greater in FY 2023-24 than is projected at year-end for FY 2022-23, or 27.4%. The deposit required for liability coverage combined is increased.

to \$237,758, or 16.7%. The preliminary property coverage cost budget will increase to \$563,000. We do expect that actual premiums may increase further after budget adoption and will bring amendments to the City Council as required.

The City has historically received dividend refunds for having a positive equity position within the self-insurance fund. The City looks at the balance in the general liability fund and may use a portion of the funds reserved from prior year dividend payments to offset a portion of the charges to departments. The City will apply its banking layer refund of \$77,060 to help diffuse rising costs. The City strives to maintain a stabilization reserve where excess reserves are used over time rather than all at once. The municipal property liability market has been hit very hard by ongoing, catastrophic events such as hurricanes, floods, and fires. Cities are left with few options other than paying higher premiums to retain coverage.

Cost Allocation Charges - Worker's Compensation Fund.

These charges are based upon the City's required contribution to NCCSIF (Northern California Cities Self Insurance Fund) for worker's compensation coverage. The deposit required each year includes several components; a banking layer, a shared risk layer, excess coverage insurance and administrative costs. Significant prior year claims costs have caused the charges to user departments to increase through FY 2018-19, but in FY 2019-20 they decreased from the prior year budgeted amount by 22.7% before increasing by \$182,000, or 15%, in FY 2020-21. These increases have been followed by two years of decreases; 16.4% in FY 2021-22, and 11.5% in FY 2022-23. In FY 2023-24 we had a slight increase of \$44,000, or 3.8%.

The City received dividend refunds in previous fiscal years when a positive overall fund balance was held within NCCSIF. In the current year, the City is receiving \$537,600 in dividends, which includes the net of a refund of \$81,000 from the shared risk layer and \$456,600 from the banking layer. The City has increased efforts at safety training and regularly shares more information regarding the types of claims experience occurring with affected departments in an effort to bring costs back down.

Revenue Highlights

Cost Allocation Charges - Vehicle Maintenance/Replacement

Fund. For the Vehicle Maintenance Fund, projected charges are developed using departments' historical vehicle maintenance costs (parts & labor). For the Vehicle Replacement Fund, replacement costs for the City's current vehicle fleet are allocated to the applicable departments by dividing the current replacement costs for the vehicle(s) by the vehicle's remaining useful life. Both the Vehicle Maintenance and Replacement Fund record an expenditure in the appropriate department's budget with corresponding revenue being recorded in the Vehicle Maintenance/Replacement Fund. The Vehicle Replacement Fund charges have decreased slightly to \$968,603, a change of \$1,500 for FY 2023-24, due to the City's inability to purchase or lease vehicles during the supply-chain disruption. The Vehicle Maintenance Fund has a decrease in budgeted charges of \$9,300.

Contributions from Other Funds

Each year revenues are contributed to funds to offset staffing, equipment, and CIP projects. For example, a portion of Gas-Tax revenues are transferred to the General Fund to offset the cost of engineering and other support personnel for road construction projects. Also, funds are transferred from the following funds to provide funding for the City's CIP projects: Streets & Roads Fund, Transportation Development Act (TDA) Fund, CDBG Fund, and Impact Fee Funds.

Interest Income

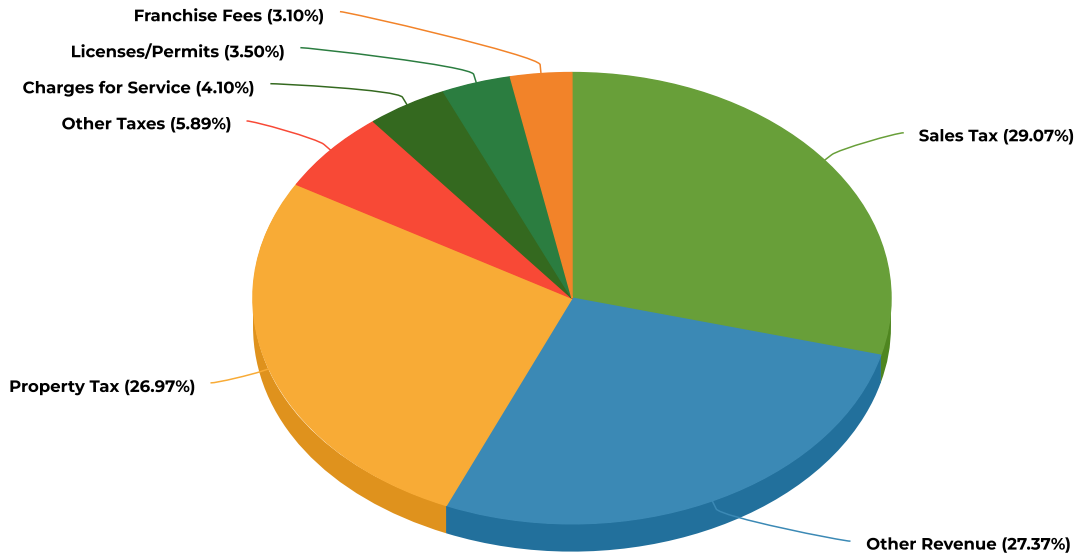
The City earns interest income by investing its idle cash. The City's goal is to achieve a competitive rate of return on its idle funds while protecting the safety of those funds. Idle funds are invested within the parameters stated in the City's Investment Policy, as approved by the City Council. Interest income is conservatively projected based on idle cash balances throughout the year and the market rate of interest. It is anticipated that interest earnings in FY 2023-24 will increase in the first half of the year because fixed-income investment returns continue to rise in the post-pandemic environment due to Federal Reserve interest rate increases while attempting to reduce inflation.

General Fund Revenue By Category

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Projected 2022-23	Adopted 2023-24
Taxes	\$ 32,803,738	\$ 35,829,310	\$ 39,030,679	\$ 39,044,900	\$ 38,440,900	\$ 38,985,300
Licenses & Permits	1,551,552	1,918,225	1,964,018	1,816,800	2,247,600	2,096,500
Intergovernmental	1,030,810	821,686	438,349	1,640,506	1,100,500	438,010
Service Fees	1,948,873	2,560,064	3,085,327	2,416,300	2,814,400	2,458,300
Interest & Rentals	101,942	56,609	75,517	80,100	76,500	76,700
Other Revenues	271,463	383,620	560,563	232,300	252,600	271,400
Sub-Total Revenues	37,708,378	41,569,514	45,154,452	45,230,906	44,932,500	44,326,210
Internal Charges & Transfers	8,173,798	8,753,336	8,728,688	12,425,317	11,868,228	15,803,400
Total Revenues & Transfers	\$ 45,882,176	\$ 50,322,850	\$ 53,883,141	\$ 57,656,223	\$ 56,800,728	\$ 60,129,610

General Fund Revenue

Fiscal Year 2023-24



56.1 % of General Fund Revenue
Comes From Two Sources

PROPERTY TAX – 27.0%

SALES TAX – 29.1%

General Fund Reserve Summary

FY 2021-22 Actual

<u>Beginning Balance</u>	<u>Revenues**</u>	<u>Expenditures**</u>	<u>Ending Balance</u>	<u>Reserve</u>
\$ 7,081,262	\$ 53,883,141	\$ 53,392,541	\$ 7,571,861	14%

FY 2022-23 Projected

<u>Beginning Balance</u>	<u>Revenues**</u>	<u>Expenditures**</u>	<u>Ending Balance</u>	<u>Reserve</u>
\$ 7,757,861	\$ 55,895,200	\$ 54,856,785	\$ 8,610,276	16%

FY 2023-24 Adopted

<u>Beginning Balance</u>	<u>Revenues**</u>	<u>Expenditures**</u>	<u>Ending Balance</u>	<u>Reserve</u>
\$ 8,610,276	\$ 60,129,610	\$ 57,401,842	\$ 11,338,044	20%

**Includes Grants

General Fund Revenue

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Amended 2022-23	Projected 2022-23	Adopted 2023-24
Property Tax-Current	\$ 7,893,421	\$ 8,248,569	\$ 8,516,811	\$ 9,008,600	\$ 9,053,800	\$ 9,238,000
Property Tax-Unsecured	447,747	461,177	417,393	453,600	436,600	434,000
Property Tax-Supplemental	176,846	141,630	320,031	150,000	277,500	280,000
Property Tax-Prior Years	5,834	(24,916)	5,974	-	-	-
Property Tax-Interest & Penalties	47,806	20,910	26,623	35,000	29,900	30,000
Property Tax In Lieu/VLF Swap	5,394,001	5,617,031	5,777,142	6,086,000	6,114,500	6,200,000
Sales and Use Tax	13,841,071	16,689,818	17,950,991	18,234,200	17,218,200	17,484,900
Prop 172 - Public Safety Aug.	432,996	456,370	594,787	546,000	546,000	454,400
Franchises	1,881,145	1,963,163	2,350,806	1,854,000	1,854,000	1,854,000
Business Licenses	1,374,704	854,015	1,281,351	1,127,500	1,300,000	1,330,000
Real Property Transfer	201,279	234,122	316,438	206,000	197,000	200,000
Hotel/Motel Surcharge	1,106,889	1,167,422	1,472,332	1,344,000	1,413,400	1,480,000
Total Taxes	32,803,738	35,829,310	39,030,679	39,044,900	38,440,900	38,985,300
Stormwater Plan Check/Inspctn	-	11,020	6,100	-	14,400	-
Construction Permits	1,395,037	1,579,240	1,611,549	1,700,000	1,824,400	1,830,000
GIS Fee	60,199	105,667	85,391	53,400	84,800	85,000
Encroachment Permits	58,290	100,360	79,974	41,600	150,000	80,000
Plan Check/Inspc - Engineering	37,825	121,838	181,005	20,800	170,000	100,000
Code Violation Fine	200	100	-	1,000	4,000	1,500
Total Licenses & Permits	1,551,552	1,918,225	1,964,018	1,816,800	2,247,600	2,096,500
Homeowner Prop Tax Relief	84,508	85,077	82,518	91,100	81,200	81,500
Motor Vehicle License In Lieu	53,452	51,677	81,764	51,800	71,900	60,000
Federal Law Enforcement Grant	-	2,524	33,815	109,100	-	-
Ed Byrne/JAG	16,846	-	-	-	-	-
HMLD Sec Asst to FF Grant	124,138	31,885	32,295	66,731	10,000	-
FEMA	-	-	-	-	-	-
State-Mandated Cost Reimb.	94,025	44,648	875	-	41,900	-
Haz Mat Emergency Prep Grant	-	-	-	-	-	-
SAFER Grant	434,976	353,198	119,515	408,915	-	296,510
State COPS Grant	111,605	106,564	30,815	573,860	656,400	-
State Homeland Security Grant	17,217	31,485	-	-	-	-
State OTS Grant	65,336	79,728	40,000	307,900	200,000	-
State Prop 84 Grant	-	-	-	-	-	-
State - Other Revenue	28,708	34,900	16,751	31,100	39,100	-
Total Intergovernmental	\$ 1,030,810	\$ 821,686	\$ 438,349	\$ 1,640,506	\$ 1,100,500	\$ 438,010
Police - Special Services	\$ 197,939	\$ 178,734	\$ 266,901	\$ 201,000	\$ 166,000	\$ 150,000
Police - False Alarm Fees	109,269	78,014	107,406	110,600	105,000	105,000
Police Special Response	-	211,093	109,595	-	206,000	-
Fire - Permit Fees	133,517	82,046	106,017	62,300	99,100	72,000
Fire - Special Services	5,577	170	16,487	-	25,700	-
Fire - Emergency Response	49,099	640,987	571,876	43,700	186,800	78,500
CPR/First Aid	3,344	-	-	-	-	-
Fire Service Contract Revenue	844,968	838,155	880,481	904,000	930,500	946,600
Red-light Camera Revenues	12,857	5,370	5,017	-	4,500	-
Park Reservation Fee	5,275	4,362	7,885	-	-	-
Swimming Pool	84,787	73,831	199,438	179,127	196,196	189,373
Recreation Programs	340,616	298,266	630,622	767,273	706,604	758,827
Zoning Fees	71,458	67,497	112,934	60,300	130,000	100,000
NPDES Solid Waste Fee	71,416	65,032	52,138	70,400	50,000	50,000
Sale of Maps & Publications	3,270	946	3,295	2,500	2,000	2,000
Other Current Service Charges	15,481	15,562	15,235	15,100	6,000	6,000
Total Service Fees	1,948,873	2,560,064	3,085,327	2,416,300	2,814,400	2,458,300

General Fund Revenue

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Amended 2022-23	Projected 2022-23	Adopted 2023-24
Interest on Investments	24,527	(14,453)	-	8,000	-	-
Rents and Royalties	13,565	13,856	14,145	13,100	14,800	15,000
Antenna Leases	58,600	57,207	61,373	59,000	61,700	61,700
Madden House Rent	5,250	-	-	-	-	-
Total Interest/Rents	101,942	56,609	75,517	80,100	76,500	76,700
Other Revenue	271,463	383,620	560,563	232,300	252,600	271,400
Total Other Revenue	271,463	383,620	560,563	232,300	252,600	271,400
Sub-Total General	\$ 37,708,378	\$ 41,569,514	\$ 45,154,452	\$ 45,230,906	\$ 44,932,500	\$ 44,326,210
Transfers & Cost Allocations						
Water	\$ 2,146,900	\$ 2,279,400	\$ 2,108,800	\$ 2,230,300	\$ 2,230,300	\$ 2,569,600
Wastewater	2,054,300	2,211,300	2,209,100	2,268,300	2,268,300	2,562,100
RDA Successor Agency	48,500	36,600	35,000	33,900	33,900	31,400
CIP Reimbursement Transfers	969,012	801,635	753,095	1,020,000	1,020,000	1,176,200
Miscellaneous Operating Transfers	3,086	9	39,160	557,089	-	-
Lighting & Landscape Maint. Districts	282,898	269,000	281,699	323,400	323,400	241,800
Total Cost Allocations	5,504,696	5,597,944	5,426,854	6,432,989	5,875,900	6,581,100
Streets & Roads	1,427,900	1,594,200	1,564,200	1,517,700	1,517,700	1,747,200
Transportation Development Act	450,700	346,100	391,200	518,300	518,300	600,000
Traffic Safety	150,000	200,000	140,000	150,000	150,000	150,000
Suspended Traffic Offender Program	125,000	125,000	75,000	75,000	75,000	75,000
Development Impact Fee	15,502	20,138	-	39,200	39,200	50,100
Pension Stabilization Fund	500,000	-	500,000	-	-	-
CARES Act Funding	-	869,954	-	-	-	-
ARPA Funding			66,434			
MOU Set aside			565,000	3,692,128	3,692,128	
Budget Stabilization/CIP Transfer						6,600,000
Total Interfund Transfer	2,669,102	3,155,392	3,301,834	5,992,328	5,992,328	9,222,300
Total Revenue/Transfers	\$ 45,882,176	\$ 50,322,850	\$ 53,883,141	\$ 57,656,223	\$ 56,800,728	\$ 60,129,610

Enterprise Funds

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Projected 2022-23	Adopted 2023-24
Water Sales	\$ 14,554,871	\$ 15,034,470	\$ 14,947,041	\$ 14,770,000	\$ 15,387,700	\$ 16,157,100
Hydrants	1,519	47	3,321	2,000	1,500	1,500
Water Meters - Labor	33,945	31,830	46,646	50,000	79,000	50,000
Penalties	96,126	6,540	11,369	125,000	148,900	150,000
Tap Machine	37,875	47,888	83,405	50,000	70,100	50,000
Backflow Prevention Fees	23,244	23,114	21,591	15,000	26,100	20,000
Interest on Investments	261,855	162,284	86,558	167,000	123,600	155,100
Other Revenue	116,961	2,669,096	1,229,312	930,300	1,067,700	53,000
Total Water Operating Fund	15,126,397	17,975,268	16,429,243	16,109,300	16,904,600	16,636,700
Water Main Extension Fees	49,187	15,479	26,064	20,000	20,000	15,000
Water Connection Fees	362,023	350,241	1,066,744	570,000	102,500	300,000
Water Meters - Materials	29,111	28,448	35,327	40,000	10,600	25,000
Interest on Investments	233,639	125,481	69,774	114,400	142,600	124,000
HWS Surcharge - Region 1	150,730	158,530	129,009	150,000	163,900	150,000
HWS Surcharge - Region 2/3	507,821	521,105	471,051	500,000	524,900	500,000
Total Water Capital Fund	1,332,512	1,199,283	1,797,969	1,394,400	964,500	1,114,000
Sub-total Water Funds	16,458,908	19,174,551	18,227,212	17,503,700	17,869,100	17,750,700
Wastewater Service Charges	14,023,106	14,127,350	15,212,883	15,710,400	16,439,600	17,360,200
Sunsweet-Operation & Maint.	1,638,289	1,652,249	1,669,509	1,764,900	1,793,700	1,894,100
Sunsweet-Capital Charges	35,304	35,304	35,304	35,300	35,300	35,300
Sunsweet-Debt Service	7,680	7,680	7,680	7,700	7,700	7,700
Septage Charges	244,786	117,876	137,917	128,700	218,700	336,000
Wastewater Lab Testing Fees	343,938	331,819	329,821	325,000	386,100	475,600
Pretreatment Permits	13,385	250	10,999	11,000	9,000	12,000
Stonegate Service Charges	71,870	73,642	71,998	82,700	76,600	80,900
Interest on Investments	273,235	166,430	100,882	183,400	165,900	149,900
Lease Payments	30,000	30,000	30,000	30,000	30,000	30,000
Other Revenue	821	1,311,802	499,420	-	237,500	1,500
Total Wastewater Operating	16,682,414	17,854,403	18,106,413	18,279,100	19,400,100	20,383,200
Wastewater Main Extension Fees	(11,249)	-	(20,251)	25,000	14,600	15,000
Wastewater Connection Fees	288,432	571,257	802,695	500,000	439,300	250,000
Special Connection Fee	15,619	10,366	33,882	15,000	2,600	5,000
Interest on Investments	196,799	131,102	89,317	135,200	123,000	115,600
Total Wastewater Capital Fund	489,601	712,725	905,643	675,200	579,500	385,600
Sub-total Wastewater Funds	17,172,015	18,567,127	19,012,056	18,954,300	19,979,600	20,768,800
Total Enterprise Revenue	\$ 33,630,923	\$ 37,741,679	\$ 37,239,267	\$ 36,458,000	\$ 37,848,700	\$ 38,519,500

Special Revenue Fund

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Projected 2022-23	Adopted 2023-24
State Gasoline Tax-2103	\$ 465,686	\$ 470,077	\$ 559,144	\$ 643,000	\$ 530,000	\$ 695,447
State Gasoline Tax-2105	344,507	358,959	392,385	456,600	390,000	460,527
State Gasoline Tax-2106	208,467	210,922	232,197	260,000	230,000	263,747
State Gasoline Tax-2107	435,006	485,733	469,091	569,800	526,000	553,154
State Gasoline Tax-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
State Gasoline Tax-State Loan Repay	75,925	-	-	-	-	-
Road Maintenance & Rehab Account	1,179,841	1,289,893	1,415,865	1,567,300	1,507,000	1,734,891
Road Maintenance Franchise Fee	826,239	855,128	685,587	918,700	797,884	800,000
Other Revenues	16,442,032	7,022,450	348,872	-	800,741	-
Interest on Investments	-	-	39,790	-	-	-
Total Streets/Roads	19,985,202	10,700,661	4,150,432	4,422,900	4,789,125	4,515,266
LTF/TDA Revenues	1,686,643	1,278,076	1,732,795	3,293,900	-	2,021,127
Interest on Investments	14,048	17,385	11,992	11,100	11,100	12,958
Other Revenues	140,935	-	-	-	-	-
Total TDA	1,841,626	1,295,461	1,744,787	3,305,000	11,100	2,034,085
Vehicle Code Fines	135,026	147,535	274,383	160,000	112,000	140,000
Parking Citations	55,251	21,592	58,408	35,400	52,000	45,000
Interest on Investments	5,611	3,476	2,105	4,600	4,600	4,600
Total Traffic Safety	195,888	172,603	334,896	200,000	168,600	189,600
Suspended Traffic Offender Program	108,023	71,461	129,431	110,000	140,000	140,000
Interest on Investments	4,419	2,103	1,095	2,000	2,000	2,000
Total STOP	112,442	73,564	130,526	112,000	142,000	142,000
Special Assessments	808,692	826,399	861,015	945,821	861,853	968,936
Interest on Investments	9,400	5,587	2,471	12,057	6,192	14,325
Total LLMD	818,092	831,986	863,486	957,878	868,045	983,261
Special Assessments	102,476	103,133	102,930	104,088	102,904	109,593
Interest on Investments	2,139	1,284	707	2,225	1,119	2,406
Total Residential Street Lighting	104,615	104,417	103,637	106,313	104,023	111,999
Impact Fees	1,283,667	592,713	2,069,404	-	562,400	575,000
Interest on Investments	270,069	145,346	93,750	-	247,800	248,000
Other Revenue	1,033,236	-	382,958	-	52,900	52,900
Total Development Impact Fee	2,586,971	738,059	2,546,111	-	863,100	875,900
Impact Fees	3,275	1,444	4,333	1,500	1,500	1,500
Interest on Investments	138	60	55	100	100	100
Total Fire Mitigation Impact Fee	3,413	1,505	4,389	1,600	1,600	1,600
Block Grant	503,201	1,055,052	382,775	628,600	628,600	567,759
Total CDBG Fund	503,201	1,055,052	382,775	628,600	628,600	567,759
Program Income	20,225	24,649	103,945	25,000	105,000	100,000
Interest on Investments	429	17	419	2,000	2,000	3,000
Other Revenue	-	-	-	-	10,000	-
Total CDBG Housing RLF Fund	20,654	24,666	104,364	27,000	117,000	103,000

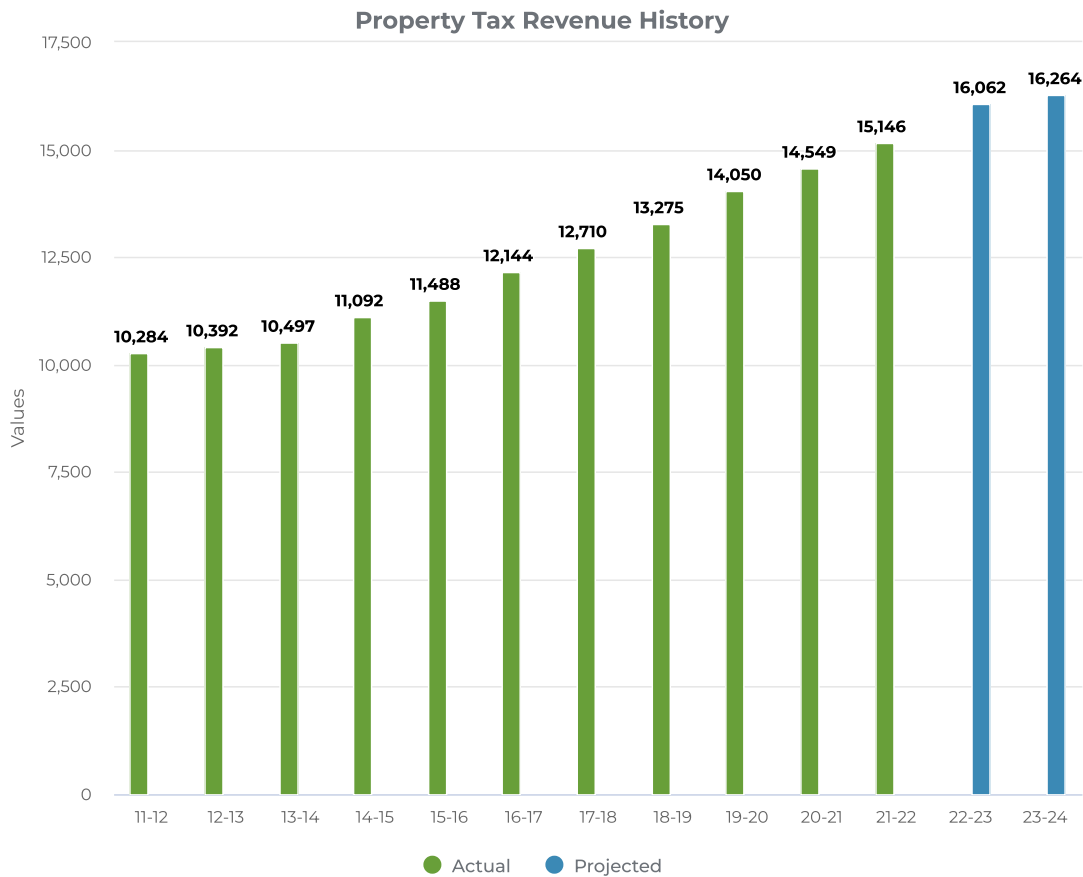
Special Revenue Fund

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Projected 2022-23	Adopted 2023-24
HOME Program	-	-				
Program Income	149,175	142,396	392,942	200,000	122,000	200,000
Interest on Investments	3,833	2,142	3,992	6,500	4,296	5,000
Other Income	-	-	-	-	-	
Total HOME Fund	153,007	144,538	396,934	206,500	126,296	205,000
Cares Act Funding	-	6,563	309,663	500,900	500,900	-
Total CDBG-CV Fund	-	6,563	309,663	500,900	500,900	-
H.R. 1319 American Rescue Plan Funding	-	-	15,615,517	-	-	6,940,000
Interest on Investments			26,622	-	149,766	-
Total H.R. 1319 ARP Fund	-	-	15,642,139	-	149,766	6,940,000
Program Income	104,985	13,307	-	-	-	-
Interest on Investments	821	644	-	-	-	-
Total DOE Energy Conservation	105,806	13,951	-	-	-	-
Interest on Investments	-	787	437	-	671	671
Total Recology Rate Stabilization	-	787	437	-	671	671
Total Special Revenues	\$ 26,289,982	\$ 15,157,251	\$ 10,762,775	\$ 10,468,691	\$ 8,321,060	\$ 16,070,141

Other Fund Revenues

	Actual 2019-20	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Projected 2022-23	Adopted 2023-24
Vehicle Replacement Fee	\$ 1,081,300	\$ 1,019,800	\$ 1,148,200	\$ 970,100	\$ 970,100	\$ 968,603
Sale of Property	630	9,552	(24,178)	-	-	-
Interest on Investments	292,446	208,177	135,833	142,000	142,000	140,000
Lease Proceeds	-	-	-	3,305,000	3,305,000	359,490
Other Current Service Charges	20,641	3,556	53,825	13,000	13,000	13,000
Total Vehicle Replacement	1,395,017	1,241,085	1,313,680	4,430,100	4,430,100	1,481,093
Vehicle Maintenance Fee	975,000	1,155,000	1,186,000	1,012,166	1,012,166	1,002,838
Interest on Investments	306	991	1,880	3,300	3,300	3,857
Other Revenue	(848)	5,000	20,465	-	1,384	-
Total Vehicle Maintenance	974,458	1,160,991	1,208,345	1,015,466	1,016,850	1,006,695
Health - Employer Contrib.	3,647,183	3,610,598	3,519,338	3,777,100	3,777,100	3,685,527
Unemployment Insurance	68,010	25,345	66,396	22,400	22,400	53,342
Interest on Investments	8,151	3,802	2,195	5,000	5,000	1,773
Other Revenue	369	-	-	-	-	-
Total Employee Benefits	3,723,713	3,639,745	3,587,929	3,804,500	3,804,500	3,740,642
Dental/Vision	533,664	525,944	532,184	561,600	561,600	520,200
Interest on Investments	6,401	4,539	2,805	4,300	4,300	4,500
Total Dental/Vision	540,065	530,483	534,989	565,900	565,900	524,700
Disability	80,717	89,248	101,741	106,000	106,000	124,800
Interest on Investments	3,716	1,997	1,008	1,400	1,400	2,250
Total Disability	84,433	91,245	102,749	107,400	107,400	127,050
Contributions	850,000	1,392,100	2,109,500	2,893,500	2,893,500	3,359,685
Interest on Investments	-	-	-	3,000	3,000	5,519
Other Revenue	-	-	2,332	-	-	-
Total General Liability	850,000	1,392,100	2,111,832	2,896,500	2,896,500	3,365,204
Worker Compensation	1,322,265	1,449,353	1,425,243	1,143,700	1,143,700	1,164,861
Interest on Investments	21,972	11,813	6,749	12,300	12,300	12,450
Other	1,344	13,330	-	-	-	-
Total Worker Compensation	1,345,581	1,474,496	1,431,992	1,156,000	1,156,000	1,177,311
Technology Replacement Fee	682,472	630,739	604,118	894,800	894,800	1,020,952
Interest on Investments	55,477	34,088	18,383	26,900	26,900	27,149
Other Revenues	29,457	58,901	71,464	65,464	68,464	65,464
Sale of Property	-	-	(92,336)	-	-	-
Total Technology Replacement	767,407	723,728	601,629	987,164	990,164	1,113,565
Total Internal Service	9,680,674	10,253,873	10,893,145	14,963,030	14,967,414	12,536,260
Grand Total Revenues	\$ 115,483,755	\$ 113,475,653	\$ 112,778,327	\$ 119,545,944	\$ 117,937,901	\$ 127,855,510

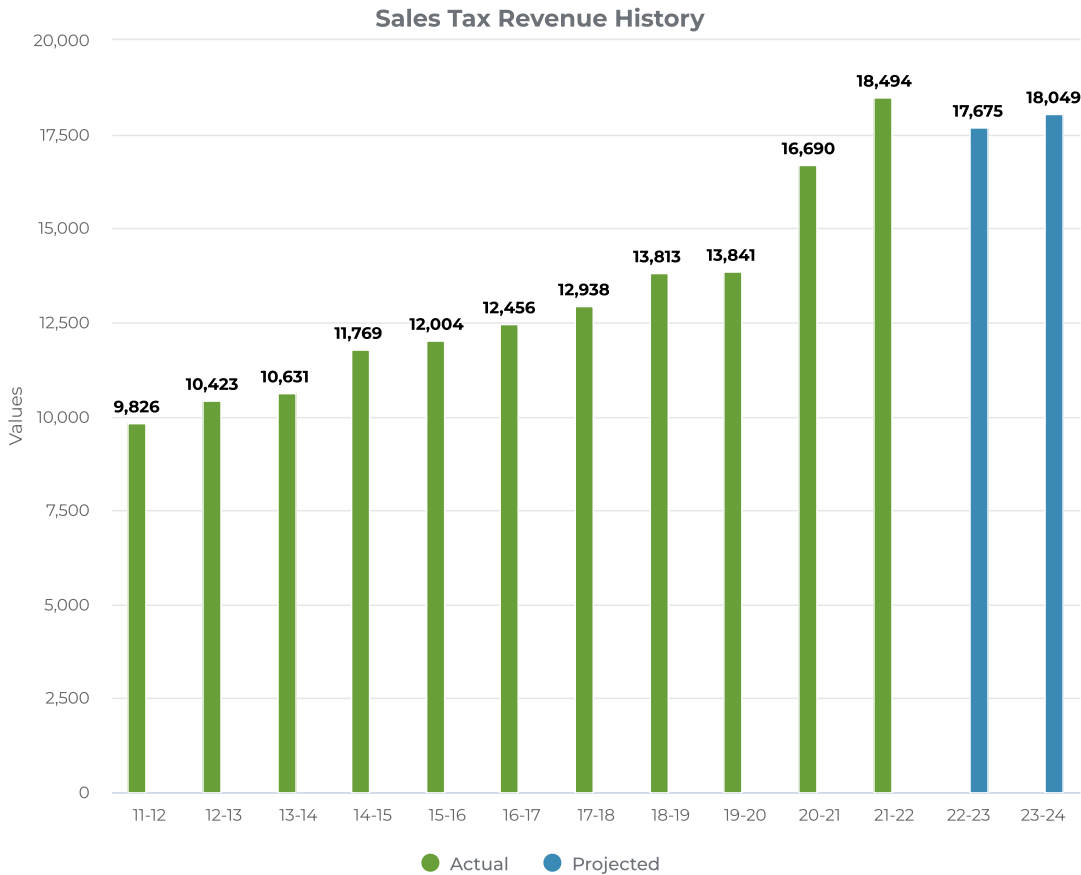
History of General Fund Major Revenue Sources



Property tax is imposed on real and tangible property located within the City. By definition, this tax is based on property value rather than on a fixed amount or benefit. Property values are assessed at full cash value (indexed from 1975-76 dollars using the Consumer Price Index (CPI), not to exceed 2% per year). The Sutter County Assessor determines the value of the property. The exception is public utility property, which is assessed by the California Department of Tax and Fee Administration (CDTFA). Article XIII, Section 1(a) of the California Constitution (commonly known as *Proposition 13*) limits the real property base tax rate to 1% of the assessed property value (subject to annual growth limitations of 2%) and prohibits the enactment of additional taxes to the sale of real property.

Property tax is one of the City's two largest General Fund revenue sources. For FY 2023-24, property tax is projected to be \$16,263,500 or 36.68% of the total General Fund operating financing sources.

History of General Fund Major Revenue Sources



In accordance with the California Revenue and Taxation Code and the Bradley-Burns Uniform Local Sales and Use Tax Law of 1955, the State imposes a 7.25% sales and use tax on taxable sales in the City. The City receives 1% of the sales tax and the other 6.25% tax goes to the State and other local governments. As of July 1, 2004 the local government portion of the statewide rate decreased by .025% and the State portion increased by .025%. In turn, the State “backfilled” the decrease in the local government portion with a commensurate amount of property tax revenues. The net effect is that the City continues to receive 1% of the sales tax, as before. The chart above combines both components of sales tax (the 0.75% local share and the property tax in lieu of sales tax backfill) in order to capture 10 years of trend data. As of December 31, 2015, the triple flip ended and the City once again receives 1% of the sales tax from the State Board of Equalization. The elimination of the triple-flip in FY 2015-16 resulted in an increase of approximately 6% in sales tax revenues for California cities. These one-time revenues were \$823,835 for Yuba City and are included in the FY 2015-16 amount shown above.

Sales tax is one of the City's two largest General Fund revenue sources. For FY 2023-24, sales tax is projected to be \$18,049,300 or 40.71% of the total General Fund operating financing sources.

Cost Allocation Budgeting

DEPARTMENT	2023-24 ADOPTED BUDGET	COST ALLOCATION	% COST ALLOCATION	TOTAL	FEES & REIMBURSEMENTS	TAX SUPPORT	% TAX SUPPORT	% FEE SUPPORT
<u>General Fund</u>								
Development Services	2,341,608	420,010	17.94%	2,761,618	2,016,500	745,118	26.98%	73.02%
Police	21,324,341	2,014,406	9.45%	23,338,747	255,000	23,083,747	98.91%	1.09%
Fire	14,925,259	1,048,726	7.03%	15,973,985	447,010	15,526,975	97.20%	2.80%
Public Works	5,795,825	677,713	11.69%	6,473,538	217,000	6,256,538	96.65%	3.35%
Community Services	5,921,410	727,948	12.29%	6,649,358	948,200	5,701,158	85.74%	14.26%
General Fund Total	50,308,443	4,888,803	9.72%	55,197,246	3,883,710	51,313,536	92.96%	7.04%
<u>Non-General Fund - Operating</u>								
Water	12,307,342	2,569,600	20.88%	14,876,942				
Wastewater	14,561,981	2,562,100	17.59%	17,124,081				
Streets and Roads/TDA	16,280,800	2,347,200	14.42%	18,628,000				
Special Districts	617,092	241,800	39.18%	858,892				
Capital Improvement Projects	53,401,800	1,176,200	2.20%	54,578,000				
Non-General Fund Total	97,169,015	8,896,900	9.16%	106,065,915				



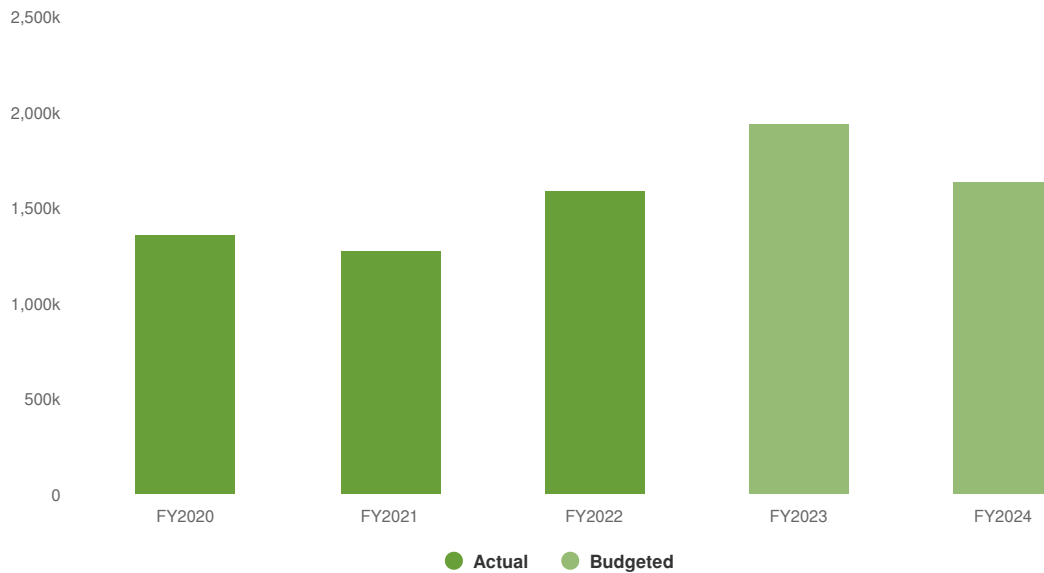
DEPARTMENTS

Legislative & Administrative

Expenditures Summary

\$1,633,299 **-\$310,867**
(-15.99% vs. prior year)

Legislative/Administrative Proposed and Historical Budget vs. Actual



Legislative & Administrative

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted	Change From 2022-23 to 2023-24	% Change
General Fund						
Salaries & Wages	\$686,435	\$818,725	\$890,238	\$901,468	\$11,230	1.3%
Supplies & Services	\$585,253	\$772,790	\$1,053,928	\$731,831	-\$322,097	-30.6%
Total General Fund:	\$1,271,688	\$1,591,515	\$1,944,166	\$1,633,299	-\$310,867	-16%

City Council

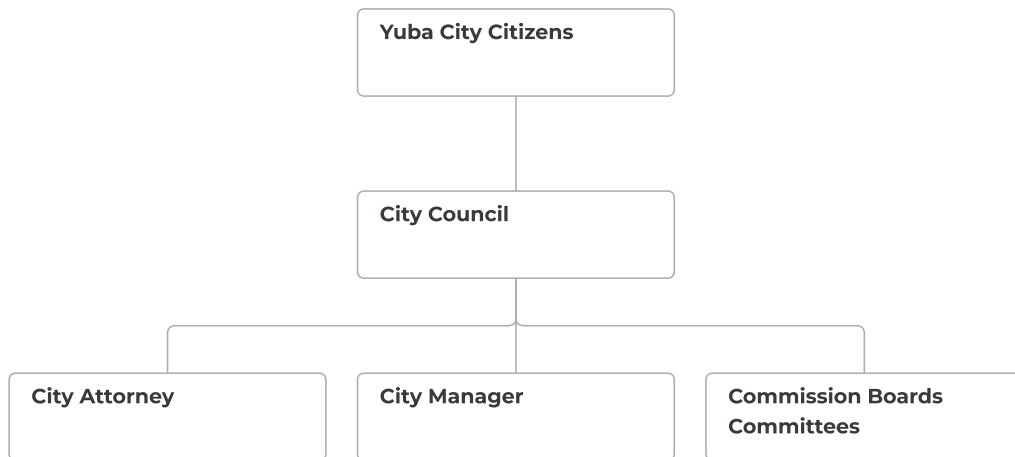
MISSION STATEMENT

To anticipate and provide for the needs of the community through quality service, innovation and leadership, now and in the future.

SERVICE DESCRIPTION

Serve as the citizens' representatives who are authorized to formulate policies, and provide direction on the legislative process. Provide direction on policies and funding priorities. Also, act as external Board and Committee representatives for Yuba City.

Organizational Chart



City Council

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
All Funds				
General Fund				
Salaries & Wages	\$109,395	\$96,560	\$95,438	\$105,915
Supplies & Services	\$23,170	\$98,821	\$73,267	\$53,514
Total General Fund:	\$132,565	\$195,381	\$168,705	\$159,429
Total All Funds:	\$132,565	\$195,381	\$168,705	\$159,429

Personnel Summary

	Adopted Budget 2021-22	Adopted/ Amended Budget 2022-23	Adopted Budget 2023-24
Mayor	1	1	1
Vice Mayor	1	1	1
Council Member	3	3	3
Total	5.0	5.0	5.0

Note: These are part-time elected positions.

City Council

STRATEGIC ISSUES

1. Planning for the City's future through ensuring specific plans and annexations follow the adopted growth policies, thereby making Yuba City a desirable place to live and work.
2. Applying public safety initiatives by formalizing a comprehensive emergency preparedness plan. Implementing at least two innovative programs per year while providing timely and effective emergency responses. Annually updating training expenses to ensure legislative priorities are being met and budgeted for.
3. Investing in a fiscally responsible infrastructure program. This includes the maintenance and enhancement of transportation, bridges, sewer and water services. Maintaining a five-year rolling capital improvement program for prioritized projects. Pursuing partnerships with other local agencies to participate in Federal and State financial grants and matching programs.
4. Having a strong economic policy that provides a business-friendly environment which develops and maintains programs and policies to promote, attract and retain local businesses. Supporting a vibrant, appealing and accessible downtown that may attract residents and visitors so as to enhance tax revenues, increase job growth and the overall quality of life.
5. Investing in digital developments that will enable the City to meet the demands of the 21st century. Implementing new cyber security protocols and standards with the best equipment and software available.
6. Maintaining high ethical standards and good moral judgment regarding the actions of the City Council.

FY 2022-2023 ACCOMPLISHMENTS

- Maintained a system of transparency, public engagement and collaboration. Thus, ensuring the public's trust.
- Continued to monitor the City's financial health during the worldwide coronavirus pandemic to attain a balanced budget and financial transparency.
- Established a think forward approach to economic development, critical event preparedness, and day-to-day community safety.
- Provided a clear vision for the City, with engaged elected officials, citizens and a highly professional workforce who leverage their experiences, knowledge, and diligence to make Yuba City a vibrant community.
- Maintained our dedication to community development.

FY 2023-2024 INITIATIVES

Advance the City Council's identified priorities:

- Public Safety – Police, Fire & Public Works
- Fiscal Stability
- Business Friendly
- Quality of Life
- Infrastructure

Safe Community: Ensure the Highest Level of Public Safety

- Prioritize Staffing
- Public Safety Community Awareness
- Emergency Preparedness

Maintain and Enhance the Fiscal Stability of Yuba City

- Ensure ongoing expenditures are supported by ongoing revenues
- Develop a plan to manage the impact of pension costs
- Evaluate and enhance relationships with allied agencies
- Manage and stabilize/justify water and wastewater fees
- Explore opportunities to expand and diversify city-wide revenue sources

Foster a Culture of Customer Service, Transparency & Accountability

- Workplace Culture
- Professionalism
- Employee Development
- Recruitment and Retention

Yuba City is Open for Business

- Review Business Retention Processes
- General Plan/Zoning Code Updates
- Branding and Marketing
- Process Improvement and Development

Maintain and Enhance Council Priorities and Goals

- Public Safety
- Business Friendly
- Financial Responsibility
- Infrastructure

Identify and Address our Infrastructure Fiscal Needs

- Infrastructure Investment
- Community Involvement
- Ensure the City's physical infrastructure is well-planned, funded and upheld. Thus, the environment, commercial and recreational areas are maintained within budgeted costs and resources
- Fix and maintain the roads

City Council

100-1110

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$72,103	\$53,086	\$52,605	\$51,954
Total Benefits	\$37,292	\$43,474	\$42,833	\$53,961
Total Salaries & Wages:	\$109,395	\$96,560	\$95,438	\$105,915
Supplies & Services				
Telephone	\$3,051	\$2,481	\$3,100	\$3,100
Postage & Freight	\$108	\$138	\$50	\$50
Forms & Supplies	\$2,367	\$3,930	\$5,000	\$5,000
Printing & Binding	\$0	\$63	\$600	\$600
Professional Services	\$7,194	\$46,025	\$9,000	\$9,000
Professional Development	\$2,250	\$19,829	\$36,000	\$16,000
Car Allowance	\$112	\$808	\$500	\$500
Dues & Subscriptions	\$450	\$626	\$720	\$720
Insurance	\$2,186	\$2,117	\$2,797	\$3,044
Supplies & Services	\$5,451	\$22,804	\$15,500	\$15,500
Total Supplies & Services:	\$23,170	\$98,821	\$73,267	\$53,514
Total Expense Objects:	\$132,565	\$195,381	\$168,705	\$159,429

City Attorney

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted	Change From 2022-23 to 2023-24	% Change
General Fund						
Supplies & Services	\$357,691	\$438,484	\$423,227	\$415,900	-\$7,327	-1.7%
Total General Fund:	\$357,691	\$438,484	\$423,227	\$415,900	-\$7,327	-1.7%

Note: The City Attorney is a contract position.

City Attorney

100-1210

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Supplies & Services				
Professional Services	\$357,691	\$438,484	\$422,327	\$415,000
Professional Development	\$0	\$0	\$900	\$900
Total Supplies & Services:	\$357,691	\$438,484	\$423,227	\$415,900
Total Expense Objects:	\$357,691	\$438,484	\$423,227	\$415,900

Legislative & Administrative

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$577,040	\$722,165	\$794,800	\$795,553
Supplies & Services	\$204,393	\$235,485	\$557,434	\$262,417
Total General Fund:	\$781,433	\$957,650	\$1,352,234	\$1,057,970

Personnel Summary

(Shown in full time equivalents)

	Adopted/Amended Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Administration			
City Manager	1	1	1
City Clerk Administrator	1	1	1
Management Analyst	1	1	1
Position Title - TBD	1	0	0
Executive Assistant	1	1	1
<i>Subtotal</i>	5	4	4
Total	5	4	4

Note: The City Clerk and City Treasurer are part-time elected positions.

City Manager



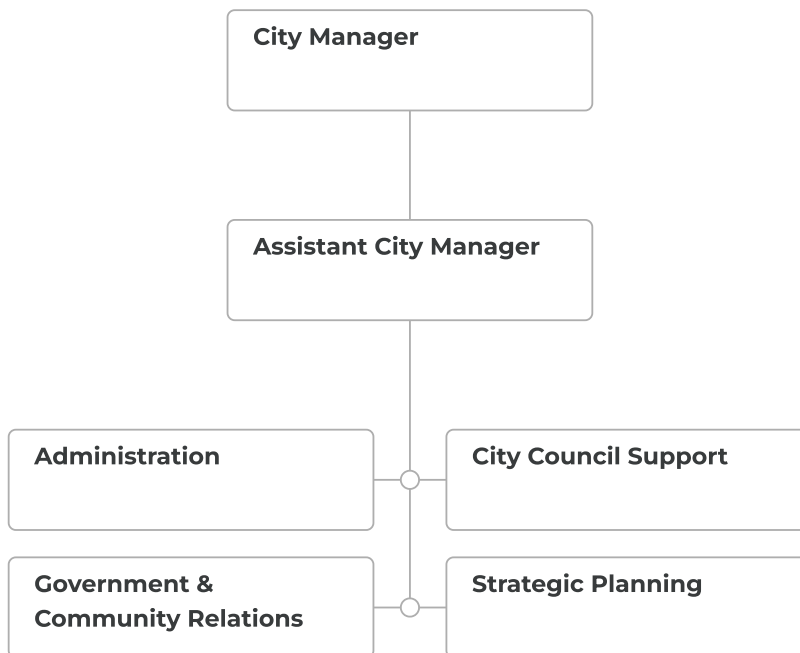
MISSION STATEMENT

To facilitate the development and implementation of City organizational and community goals, objectives and policies.

SERVICE DESCRIPTION

Responsible for carrying out the policies and goals formulated by the City Council; providing administrative leadership; and providing public communication, problem solving.

Organizational Chart



City Manager

STRATEGIC ISSUES

1. Planning for the future of the City both internally as well as externally looking to long-term positive outcomes, making Yuba City a desirable place to live and work.
2. Implementing the General Plan, the downtown Strategic Plan, Infrastructure Plan, and an employee development plan, producing long-term economic benefits to the City in meeting its service delivery requirements for our growing City.
3. Provide for the long-term economic health of the City through prudent fiscal stewardship.

FY 2022-2023 ACCOMPLISHMENTS

- Adopted a Yuba City Emergency Operations Plan.
- Created a Council Ad Hoc to develop an Unfunded Accrued Liability Pension Management Policy.
- Began construction of the Bridge Street Widening Project to improve traffic flow and enhance the Bridge Street corridor.
- Held Strategic Planning meetings to confirm the Council's Priorities of Public Safety, Fiscal Responsibility, Business-Friendly, and Infrastructure to overall enhance the Quality of Life for Yuba City citizens.
- Began the process to dispose of the City's surplus properties in accordance with the Surplus Land Act.
- Continued to work closely with local, State, and Federal agencies to ensure a proper level of protection for our citizens.
- Continued to be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust.
- Assured Yuba City's continued supply of quality surface water.
- Launched the City's You Can! With Yuba City initiative.
- Advanced the standardization and streamlining of the City's development approval process through the implementation of new procedures, policies, and technology such as OpenCounter.
- Completed Didar S. Bains Park.
- Continued to coordinate with Sutter County on regional planning.
- Continued to advance a regional effort to address homelessness by partnering with agencies in Sutter and Yuba Counties.

FY 2023-2024 INITIATIVES

- Cultivate a safe and healthy community by making sure people feel safe and secure. Work together to prevent problems and to protect those in need.

- Maintain an ongoing focus to support community engagement and advocacy, and engage residents, businesses, and public agencies on pending projects.
- Maintain a fiscally sound City with a responsible level of financial stability. Consider long-term effects when weighing various options.
- Ensure the achievement of the City's goals and strategies for fiscal vigilance, especially in light of changing economic and regulatory conditions.
- Advance a well-planned City with an appropriate balance of land uses. That includes housing, employment sites, parks and open spaces that are essential for a vibrant community.
- Ensure well-managed City infrastructure including roads, parks, utilities, and technology is up to date.
- Advance diverse recreational opportunities in the City, and partnerships to create outdoor spaces like the Yuba City/Sutter bike trail.
- Maintain a transparent, accountable environment by making sure information, services, and resources are readily available online and in person. Actively engage in dialogue that promotes transparency and encourages a healthy exchange of ideas.
- Cultivate innovation and creativity throughout our organization, encouraging all employees to take initiative and calculated risks. Anticipate and adapt to change while considering a variety of solutions.
- Continue to provide exceptional City services and implement structural changes to reflect the evolving needs and operations of the City.
- Complete the General Plan update process, and adopt necessary zoning code amendments.
- Advance the City's efforts with outside agencies to coordinate response and solutions to homelessness.
- Identify ways to support small businesses in collaboration with the Chamber of Commerce, and Downtown Business Association.
- Ensure the collection and analyzation of data on existing and future City actions in order to make well-informed decisions that result in the optimal provision of services for our citizens.
- Continue to support the City Council's Priorities of Public Safety, Fiscal Responsibility, Business Friendly, and Infrastructure to overall enhance the Quality of Life for Yuba City citizens.

City Manager

100-1305

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$381,364	\$454,732	\$564,337	\$563,360
Extra Help	\$0	\$0	\$6,400	\$6,400
Total Benefits	\$193,803	\$255,264	\$204,991	\$203,273
Total Salaries & Wages:	\$575,167	\$709,996	\$775,728	\$773,033
Supplies & Services				
Telephone	\$3,901	\$2,772	\$3,261	\$2,791
Postage & Freight	\$29	\$98	\$92	\$92
Advertising	\$357	\$0	\$5,000	\$5,000
Forms & Supplies	\$4,377	\$4,915	\$5,602	\$5,602
Printing & Binding	\$0	\$41	\$300	\$300
Professional Services	\$34,957	\$10,760	\$223,435	\$88,109
Professional Development	\$0	\$7,757	\$12,400	\$12,400
Dues & Subscriptions	\$3,571	\$2,668	\$3,000	\$3,000
Equipment Operation & Mtnce	\$0	\$200	\$0	\$0
Water Purchases	\$294	\$302	\$325	\$342
Insurance	\$14,925	\$26,163	\$36,968	\$40,984
Supplies & Services	\$912	\$3,076	\$6,700	\$13,500
Technology ISF	\$8,650	\$8,241	\$9,013	\$7,147
Total Supplies & Services:	\$71,973	\$66,994	\$306,096	\$179,267
Total Expense Objects:	\$647,140	\$776,991	\$1,081,824	\$952,300

Economic Development

100-4120

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Supplies & Services				
TEL SERVICE	\$5	\$20	\$0	\$0
POSTAGE & FREIGHT	\$3	\$0	\$0	\$0
ADVERTISING	\$0	\$476	\$0	\$0
PROFESSIONAL SERVICES	\$45,099	\$34,735	\$0	\$0
PROFESSIONAL SERVICES	\$11,807	\$10,484	\$19,930	\$0
PROFESSIONAL DEVELOPMENT	\$0	\$652	\$0	\$0
DUES & SUBSCRPTN	\$26,588	\$27,973	\$0	\$0
OTHER MATERIAL & SUPPLIE	\$0	\$199	\$0	\$0
DIGITAL FRONT DOOR	\$804	\$357	\$0	\$0
TOURISM	\$0	\$6,000	\$0	\$0
Total Supplies & Services:	\$84,307	\$80,897	\$19,930	\$0
Total Expense Objects:	\$84,307	\$80,897	\$19,930	\$0

City Clerk

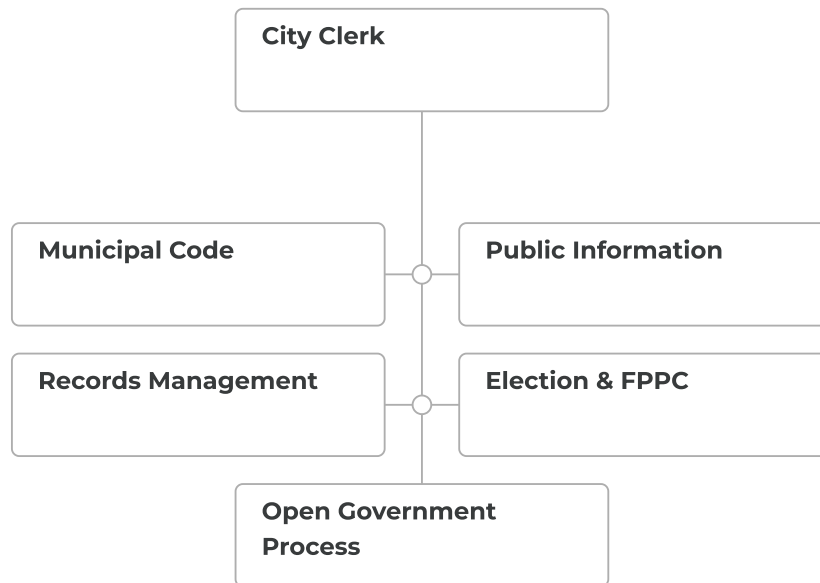
MISSION STATEMENT

To serve Yuba City residents, City Council, and City staff by supporting the legislative process, providing timely access to public records, and ensuring regulatory compliance through the creation and preservation of history, transparency, and community participation.

SERVICE DESCRIPTION

The City Clerk's Office is a public-service department providing a variety of professional and administrative duties supporting the City Council and the Redevelopment Successor Agency in accordance with the Public Records Act, Political Reform Act, Brown Act, Maddy Act, and Elections Code. The City Clerk's Office is responsible for maintaining the City Municipal Code; overseeing the official bid process; legal noticing; administering municipal elections; and serving as the filing officer for campaign statements as well as Statements of Economic Interests for all elected officials and designated employees as required by the Fair Political Practices Commission.

Organizational Chart



City Clerk

STRATEGIC ISSUES

1. Continue to use technology to create a more efficient method of maintaining official records and provide easy access to records for the public and City staff through the City's website and internal record retention system.
2. Enhance outreach to the community to increase and improve opportunities for public participation and diversity on the City's Boards, Commissions and Committees.
3. Be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust. Transparency in government promotes accountability and provides information for citizens about what their local government is doing. Local government should be easily accessible, dynamic, and contain the information that is the most desired and useful to the community.

FY 2022-2023 ACCOMPLISHMENTS

- Continued to improve processes and communication with City departments.
- Successfully recruited applicants for vacancies on the City's Boards and Commissions.
- Continued to accept and process online public records requests in an effort to improve transparency and response time.
- Utilized CivicClerk agenda management software solution in order to improve the efficiency of the agenda preparation process.
- Continued implementation of Netfile, a digital filing system for FPPC Statements of Economic Interest and Campaign Statements.
- Adopted city-wide Records Retention Schedule and Records Management procedures.
- Served as the City's Election Official, and Local Filing Officer for the November 2022 General Election with the Sutter County Registrar of Voters.

FY 2023-2024 INITIATIVES

- Attend California City Clerk's Association (CCAC), International Institute of Municipal Clerks (IIMC), Fair Political Practices Commission (FPPC) and League of California Cities (LOCC) training, webinars, seminars and conferences to keep up-to-date and informed on issues that affect local government and City Clerk responsibilities.
- Continue to produce a quality agenda packet that is timely, consistent, and professional.
- Improve outreach for community recognition and proclamations for City Council meetings.
- Improve Records Management systems including long-term storage solutions, digital archives, and destruction.
- Upgrade technology to improve public participation and virtual access to meetings both onsite and offsite.
- Improve efficiency and internal processes related to Public Records Act requests

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Oversee the City's Board and Commission recruitment process. Ensure that seats remain 100% full. Anticipate vacancies and begin the recruitment process 60 days prior to scheduled vacancies occurring.
2. Respond within 10 days to all Public Records Requests. The California Public Records Act provides public access to records created and maintained by the City during the course of normal business. The City Clerk's office is responsible for providing timely access to requested records.
3. Ensure that meeting agendas and legal notices have been legally posted and/or published. Maintain 100% compliance with the Government Code and the Ralph M. Brown Act

Performance Measure	2021	2022	2023
	2022	2023	2024
	Actual	Actual	Target
Measure 1 - Boards & Commissions	100%	100%	100%
Measure 2 - Public Records Requests	9 days	10 days	10 days
Measure 3 - Public Notices	100%	100%	100%

City Clerk

100-1710

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$937	\$1,432	\$904	\$900
Extra Help	\$0	\$8,728	\$16,950	\$19,010
Total Benefits	\$17	\$1,091	\$299	\$1,691
Total Salaries & Wages:	\$954	\$11,251	\$18,153	\$21,601
Supplies & Services				
Telephone	\$334	\$369	\$369	\$410
Postage & Freight	\$48	\$76	\$100	\$100
Advertising	\$6,214	\$10,006	\$11,200	\$11,200
Forms & Supplies	\$1,040	\$2,668	\$3,225	\$3,245
Professional Services	\$35,662	\$60,214	\$180,505	\$50,000
Professional Development	\$970	\$5,022	\$13,600	\$1,100
Dues & Subscriptions	\$796	\$1,313	\$1,233	\$1,233
Equipment Operation & Mtnce	\$30	\$1,434	\$7,900	\$2,900
Insurance	\$375	\$662	\$875	\$53
Supplies & Services	\$170	\$3,388	\$2,000	\$2,000
Technology ISF	\$2,449	\$2,407	\$2,978	\$3,534
Total Supplies & Services:	\$48,089	\$87,558	\$223,985	\$75,775
Total Expense Objects:	\$49,043	\$98,808	\$242,138	\$97,376

City Treasurer



Spencer Morrison
City Treasurer

MISSION STATEMENT

To invest public funds in a prudent manner that provides maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds are invested to optimize investment return.

SERVICE DESCRIPTION

The City Treasurer is responsible for managing the City Investment Portfolio and establishing and maintaining a system of internal controls and procedures that are consistent with the investment policy and the three primary objectives of safety, liquidity, and yield.

Organizational Chart



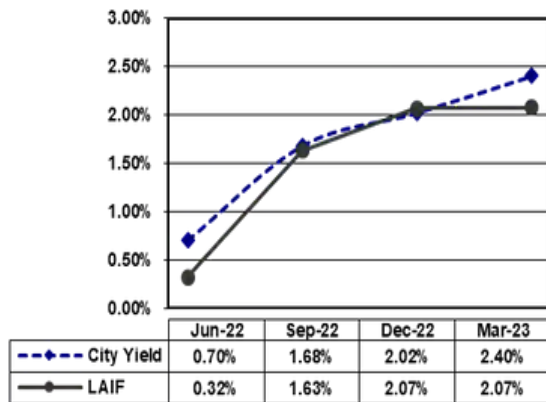
City Treasurer

STRATEGIC ISSUES

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Diversification to avoid incurring unreasonable market risks.
4. Attainment of a market rate of return.
5. Conformance with all applicable City ordinances, state statutes and federal regulations.

FY 2022-2023 ACCOMPLISHMENTS

- Invested funds in accordance with the City's Investment Policy, always ensuring safety, liquidity and yield.
- Provided the quarterly investment report presentations to keep Council up to date and informed regarding the City's investment portfolio.
- Consistently stayed within 50 basis points of the Market Equivalent (Local Agency Investment Fund) Weighted Average Yield to Maturity in an increasing interest rate environment.



FY 2023-2024 INITIATIVES

- Continue to enhance the quarterly investment report presentation, to keep Council up to date and informed regarding the City's investment portfolio.
- Streamline the quarterly analysis using existing resources.
- Continue to review, evaluate and, if necessary, amend the City Investment Policy for adoption by City Council on an annual basis.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Achieve a rate of return that effectively meets or exceeds the average yield on the U.S. Treasury that most closely corresponds to the portfolio's weighted average maturity as recorded on the last day of March each year (e.g., 2-year Treasury on 3/31/22 of 2.28% and 3/31/23 of 4.06%).

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measuer 1 - Exceeding Rate of Return	-1.58%	-1.66%	0.25%

City Treasurer

100-1520

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$903	\$903	\$904	\$904
Total Benefits	\$16	\$16	\$15	\$15
Total Salaries & Wages:	\$919	\$918	\$919	\$919
Supplies & Services				
Professional Services	\$0	\$0	\$5,700	\$5,700
Professional Development	\$0	\$0	\$1,100	\$1,100
Dues & Subscriptions	\$0	\$0	\$575	\$575
Insurance	\$24	\$36	\$48	\$0
Total Supplies & Services:	\$24	\$36	\$7,423	\$7,375
Total Expense Objects:	\$943	\$954	\$8,342	\$8,294



Finance/IT



Spencer Morrison
Finance/IT Director

MISSION STATEMENT

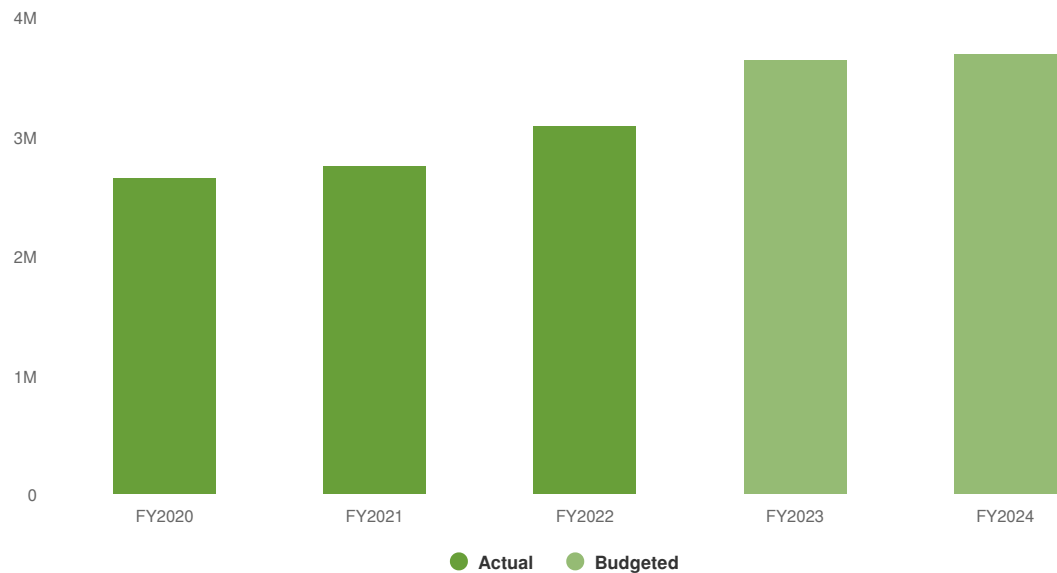
In a spirit of excellence, integrity, and dedication, the Finance Department is committed to providing timely, accurate, clear and complete information and support to the City Council, other City departments, citizens, and the community at large.

Expenditures Summary

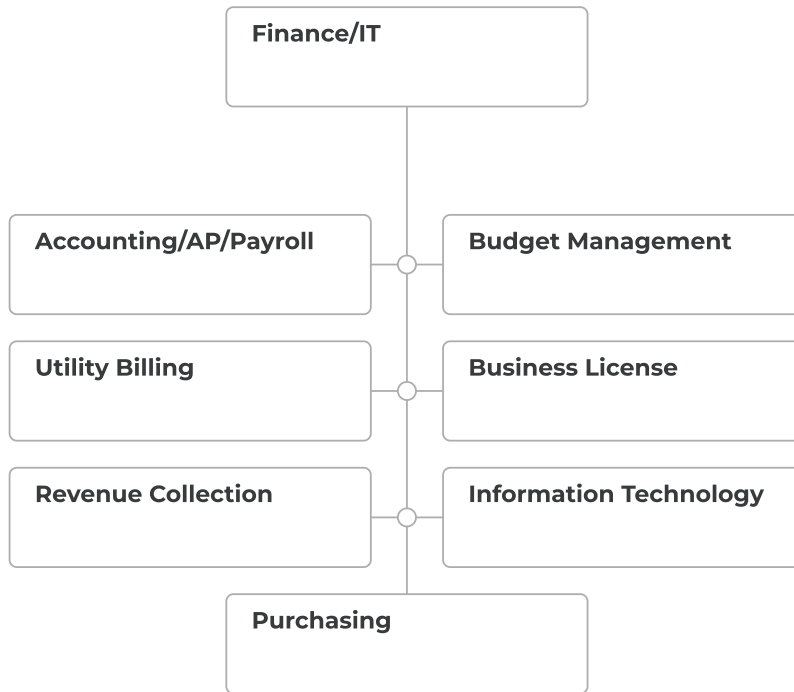
\$3,702,602

\$52,922
(1.45% vs. prior year)

Finance/IT Proposed and Historical Budget vs. Actual



Organizational Chart



Finance/IT

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages	\$2,179,012	\$2,393,523	\$2,826,047	\$2,792,787
Supplies & Services	\$576,177	\$699,232	\$823,633	\$909,815
Total Expense Objects:	\$2,755,189	\$3,092,754	\$3,649,680	\$3,702,602

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Finance			
Finance Director	1	1	1
Accounting Manager	1	1	1
Accountant II	1	1	1
Accountant I	2	2	2
Account Clerk/Intermediate/Senior	2	2	2
Administrative Analyst II	1	2	2
Customer service Manager	1	1	1
Senior Customer Service Representative	1	1	1
Customer Service Representative I/II	4	4	4
Field Customer Service Representative I/II	1	1	1
<i>Subtotal</i>	15.0	16.0	16.0
Information Technology			
IT Manager	1	1	1
IT Systems Security Analyst	0	0	1
Senior Information Technology Analyst	2	2	1
Information Technology Analyst	1	1	2
Information System Technical I/II	2	2	1
<i>Subtotal</i>	6.0	6.0	6.0
Grand Total	21.0	22.0	22.0

Finance

SERVICE DESCRIPTION

The Finance Department provides an array of financial services to residents, businesses, other government agencies, and each and every City employee. As a full service finance operation, this department is responsible for accounting procedures and policies, accounts payable and receivable, budget preparation, revenue collection, including water and wastewater bills, payroll, business license taxes, parking citations, and water meter follow-ups. Additionally, Finance provides purchasing and contract management services, and surplus disposal for all City departments and employees.

FY 2022-2023 ACCOMPLISHMENTS

- Received the GFOA Award for Excellence in Budgeting for the 24th time and the equivalent award from the California Society of Municipal Finance Officers; the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 23rd time.
- Completed the annual update of the long range financial plan for the City.
- Monitored the City's general fund budget every 90 days to evaluate changes in revenue levels compared to expenditure commitments.
- Continued providing timely financial reports to City Council, City staff and the public.
- Coordinated and managed update of the City's cost allocation plan and the Public Works Department's cost allocation plan.
- Continued to pursue potential bad debt receivables from utility customers using the efficient processes that ensure collection
- rates continue to be high, with 1,220 final utility bills issued and 1,066 utility bills paid in full by ratepayers, including prior year bills.
- Utilized the phone center reporting software tool to monitor customer service phone calls, length of hold time, and number of calls dropped, to better manage inbound calls, resulting in a dropped call rate of 7.8%.
- Increased the number of paperless utility bill accounts by 254.
- Increased email vouchers for payroll check stubs to 86% participation.
- Implemented City Council approved water and sewer rates for FY 2022-2023.
- Increased support to other departments by organizing training and education sessions on budget, reports, and procurement processes.
- Provided detailed cost estimates for all bargaining unit negotiations.
- Continued promotion of an online autopay option for utility ratepayers using credit and debit cards. The total enrollee number is up to 4,367 accounts.
- Continued Customers PayNearMe payment option at all 7-Elevens and CVS stores for utility ratepayers with a cash payment preference or afterhours when City Hall is closed.
- Supported the Fire Dept. module in the existing Accela Software program. This allowed for reporting and processing payments of Assembly Permits, Burn Permits and Fire Plan Checks, which generated \$4,017 in revenue.
- Completed the update to the City's Purchasing Policy, procurement manual, and ordinance in coordination with the Public Works Department.
- Collected \$50,315 through the Franchise Tax Board's Intercept Program for unpaid parking citations and utility bills.
- Continued processing with Parking Citation software and collection processes. This allows for increased revenue and collection efforts, including DMV holds.
- Updated the utility shutoff procedures for nonpayment to comply with the requirements of SB998.

FY 2023-2024 INITIATIVES

- Receive the GFOA Award for Excellence in Budgeting for the 25th time and the equivalent award from the California Society of Municipal Finance Officers; the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 24th time.
- Monitor City's general fund budget every 90 days to evaluate changes in revenue levels compared to expenditure commitments.
- Continue providing financial update reports to City Council, City staff and the public.
- Continue to pursue potential bad debt receivables from utility customers using effective processes to ensure that collection rates continue to be high.
- Continue to evaluate collection processes and implement changes for improvements.
- Continue evaluating financial reports which can be stored electronically utilizing the Docuphase system instead of maintaining paper files.
- Continue to develop and enhance the General Fund Financial Model.
- Evaluate the success of new e-payment solution options (pay by phone, pay online, customized new bill) and increase the number of customers opting out of paper bills, and search for improvements to the service.
- Continue to utilize the phone center reporting software tool to monitor customer service phone calls, length of hold time, number of calls dropped, with the goal of reducing the number of calls dropped to ultimately reach the benchmark standard for improved customer service.
- Continue a business license compliance audit and discovery effort to ensure a level playing field.
- Continue to evaluate the business license process and implement changes for increased efficiency.

Finance

- Strive to increase email vouchers for payroll check stubs with a goal of 100% participation.
- Continue using the state's Franchise Tax Board intercept program as another means of collecting bad debt, with a collection goal of \$20,000.
- Strive to decrease customer leak alarms through customer contact and education.
- Support Public Works in the implementation of the City's updated Water and Wastewater rate study.
- Continue to respond to rating agency review requests in a priority manner by providing the information in advance of requested timelines.
- Strive to decrease customer leak alarms through customer contact and education.
- Support Public Works in the implementation of the City's updated Water and Wastewater rate study.
- Continue to respond to rating agency review requests in a priority manner by providing the information in advance of requested timelines.
- Review opportunities for refunding City debt to maximize debt service savings.
- Continue providing cost analysis projections related to bargaining unit negotiations.
- Provide accurate and up-to-date CalPERS retirement projections.
- Continue to support and streamline processes for SBFCA, Net-5, LAFCo, and SASA.
- Increase support to other departments by organizing training and education sessions on utilizing Pentamotion for reports to help with managerial and analytical information and leveraging spreadsheet tools to help manage and present this information.
- Support current staff through leadership training.
- Evaluate the opportunity to make another supplemental payment to CalPERS to reduce the City's unfunded actuarial liability.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Increase electronic payment of utility bills to a future target of 80%.
2. Increase to 94% the number of City divisions sending data electronically directly to payroll in FY 23-24.
3. Reduce the number of pre-issue checks requested by the departments to 5 in FY 23-24.
4. Business License e-Payments – Increase the number of accounts paying online to 40%.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Electronic Utility Payments	55%	62%	80%
Measure 2 - Departments Sending Data	94%	94%	94%
Measure 3 - Pre-issue Check Requests	9	5	5
Measure 4 - Business License e-Payments	25%	34%	40%

Finance

100-1510

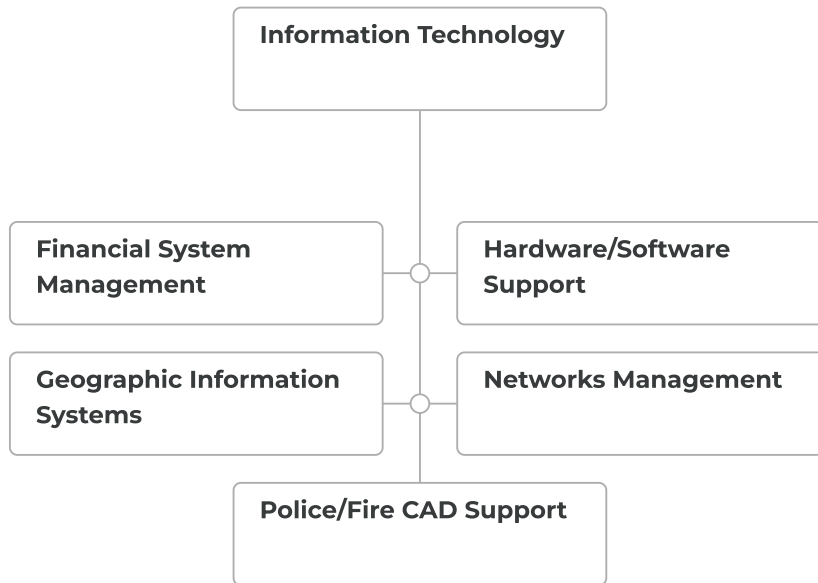
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$796,992	\$882,658	\$1,238,895	\$1,254,351
Extra Help	\$2,647	\$60,520	\$38,750	\$38,750
Overtime	\$26,687	\$32,487	\$20,000	\$20,000
Total Benefits	\$500,501	\$504,544	\$567,658	\$531,291
Total Salaries & Wages:	\$1,326,828	\$1,480,209	\$1,865,303	\$1,844,392
Supplies & Services				
Telephone	\$8,235	\$7,150	\$7,022	\$7,602
Postage & Freight	\$93,986	\$91,016	\$111,342	\$99,700
Advertising	\$5,169	\$3,586	\$5,000	\$5,000
Forms & Supplies	\$15,920	\$18,483	\$19,950	\$19,800
Printing & Binding	\$30,138	\$32,484	\$41,154	\$33,200
Professional Services	\$184,123	\$219,029	\$212,023	\$244,342
Professional Development	\$0	\$3,374	\$10,000	\$10,000
Dues & Subscriptions	\$7,651	\$74,261	\$78,100	\$74,100
Equipment Operation & Mtnce	\$16,074	\$17,708	\$17,500	\$21,500
Special Equipment - O & M	\$0	\$0	\$2,000	\$2,000
Vehicle - O & M	\$8,006	\$4,675	\$6,228	\$6,114
Buildings & Facility - O & M	\$1,586	\$1,519	\$1,400	\$1,400
Tools, Supplies & Equip.	\$64	\$178	\$6,947	\$1,000
Training Programs	\$634	\$125	\$600	\$600
Water Purchases	\$804	\$827	\$890	\$938
Uniform Clothing	\$53	\$549	\$100	\$100
Insurance	\$23,282	\$36,462	\$54,935	\$73,126
Cash Over/Short	\$0	-\$17	\$0	\$0
Supplies & Services	\$0	\$1,152	\$350	\$350
Reimbursable	\$0	\$515	\$0	\$0
Technology ISF	\$22,300	\$21,398	\$28,290	\$33,575
Total Supplies & Services:	\$418,026	\$534,476	\$603,830	\$634,447
Total Expense Objects:	\$1,744,854	\$2,014,685	\$2,469,133	\$2,478,839

Information Technology

SERVICE DESCRIPTION

The Information Technology (IT) Division provides information services, computer systems analysis and set-up, software assistance, and telecommunications support to all City departments and employees.

Organizational Chart



Information Technology

FY 2022 - 2023 ACCOMPLISHMENTS

- Desktop Computer Replacement
- Replace Police handheld and patrol car radios
- Replaced Patrol and Fire mobile computers
- Replaced the Corpyard Security Camera System
- Replaced the GAP Security Camera System
- Implemented more robust security measures including MFA, Secure Remote Access, Mobile Device Management, Network Access Control
- Replaced mobile video in Police cars with Axon Fleet video.

FY 2023 - 2024 INITIATIVES

- Replace desktop computers as per replacement schedule
- Replace Patrol and Fire mobile computers
- Replace Phone Systems at YCPD and City Hall
- Replace network switches at Fire and YCPD
- Replace WiFi at Fire 4
- Replace Security Camera Systems at Water Storage Tanks
- Replace PTP Wireless Networks to Water Storage Tanks
- Replace Virtual Infrastructure, servers and storage
- Continue to survey our customers and adjust division operating standards with the goal of exceeding customer expectations.
- Continue the training of IT personnel to improve skills and the overall department knowledge base.
- Continue to evaluate internal processes to improve customer service and increase efficiency.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Improve Helpdesk ticket response times by 5% from an existing response time of 10.25 hours to 9.74 hours.
2. Improve Helpdesk total open ticket times by 5% from an existing open time of 15.28 hours to 14.52 hours.
3. Maintain critical server uptime at 99.99999%

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Helpdesk Response Time	10.82	10.25	9.74
Measure 2 - Helpdesk Open Ticket Time	15.77	15.28	14.52
Measure 3 - Critical Server Uptime	99.999%	99.999%	99.999%

Information Technology

100-1530

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$525,636	\$619,481	\$648,574	\$646,169
Extra Help	\$15,362	\$15,241	\$33,000	\$33,000
Overtime	\$2,001	\$2,420	\$3,500	\$3,500
Total Benefits	\$309,185	\$276,171	\$275,670	\$265,726
Total Salaries & Wages:	\$852,184	\$913,314	\$960,744	\$948,395
Supplies & Services				
Telephone	\$6,380	\$6,264	\$7,200	\$7,200
Postage & Freight	\$1,070	\$771	\$1,000	\$1,000
Forms & Supplies	\$885	\$999	\$1,150	\$1,150
Professional Services	\$22,781	\$31,879	\$39,790	\$48,000
Professional Development	\$0	\$2,230	\$30,000	\$30,000
Dues & Subscriptions	\$60	\$252	\$150	\$150
Equipment Operation & Mtnce	\$91,400	\$82,435	\$92,381	\$127,000
Vehicle - O & M	\$20,083	\$11,416	\$19,049	\$22,988
Training Programs	\$650	\$6,292	\$0	\$0
Water Purchases	\$371	\$382	\$411	\$433
Insurance	\$14,471	\$21,293	\$28,672	\$37,447
Supplies & Services	\$0	\$543	\$0	\$0
Total Supplies & Services:	\$158,151	\$164,756	\$219,803	\$275,368
Total Expense Objects:	\$1,010,335	\$1,078,069	\$1,180,547	\$1,223,763



Human Resources



Natalie Springer
Human Resources Director

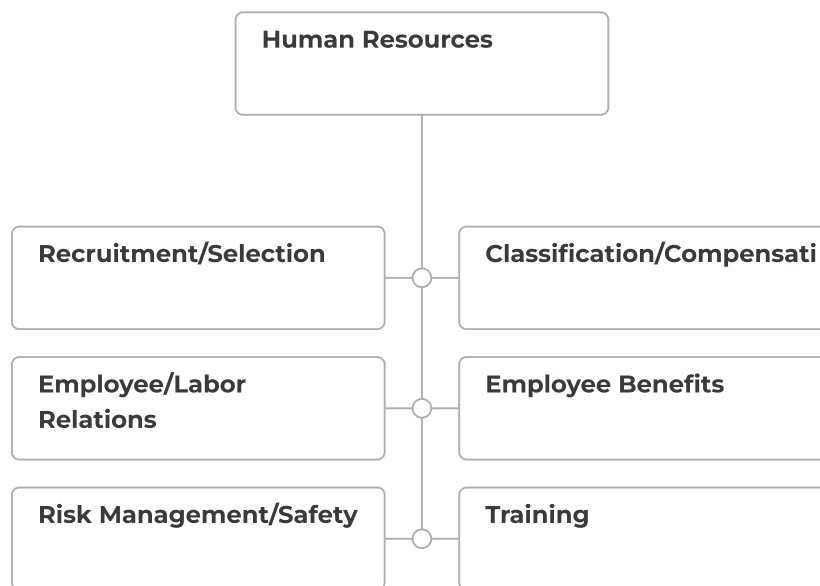
MISSION STATEMENT

Act as a strategic partner and resource to the City of Yuba City by supporting, developing, and protecting its most valuable resource - people. We are committed to providing quality services in an environment of continuous change and improvement.

SERVICE DESCRIPTION

Provides recruitment services for City positions, oversees the compensation/classification and benefit programs, coordinates the City's safety and risk management programs, manages training, labor and employee relations, promotes EEO/AA, engages employees in wellness activities and other personnel matters.

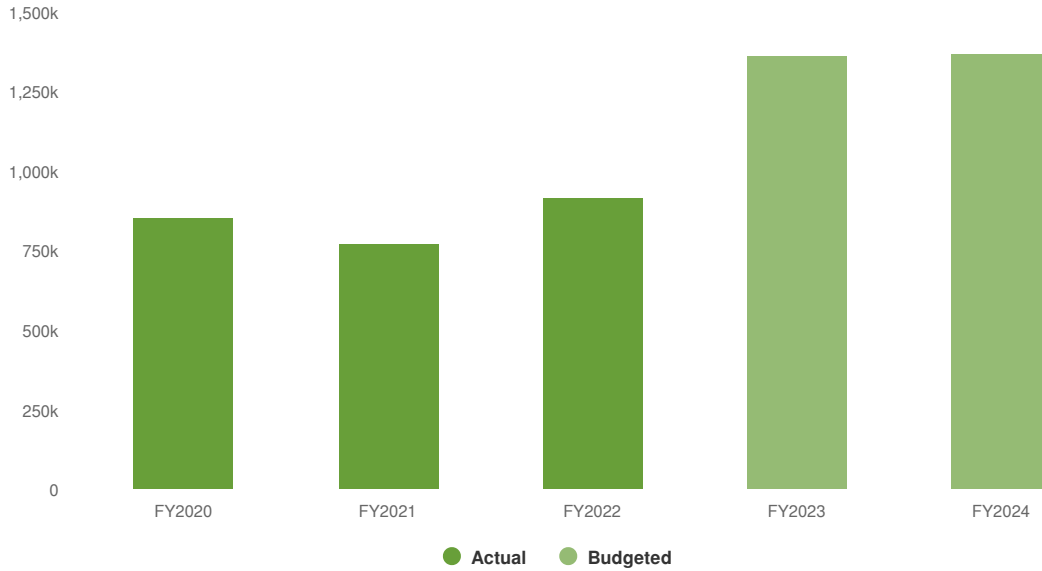
Organizational Chart



Expenditures Summary

\$1,369,277 **\$4,753**
(0.35% vs. prior year)

Human Resources Proposed and Historical Budget vs. Actual



Human Resources

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$559,117	\$648,955	\$925,563	\$904,746
Supplies & Services	\$216,313	\$264,675	\$438,961	\$464,531
Total General Fund:	\$775,430	\$913,630	\$1,364,524	\$1,369,277

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Human Resources			
Director of Human Resources	1	1	1
Administrative Analyst III	0	1	1
Administrative Analyst II	1	1	1
Administrative Analyst I	2	2	2
Human Resources Technician	1	1	1
Total	5.0	6.0	6.0

Human Resources

STRATEGIC ISSUES

1. Review current benefits packages in order to provide excellent benefits to our employees while negotiating the best possible rates.
2. Provide a comprehensive Risk Management Program including: safety training to include updated OSHA mandates and a reduction in the number of workers' compensation claims and length of time off work.
3. Continue staff training and cross training in order to increase efficiency, provide professional development, and maintain up-to-date knowledge of changing technology, labor laws and regulations affecting both Human Resources and the City's operations.
4. Continue the City's outreach to the community to increase applicant diversity.
5. When conducting business with each other and our customers, we will be fair and open-minded in our interactions while maintaining a high level of sensitivity and confidentiality.
6. Be an internal resource for the City's management and supervisors in dealing with a wide range of issues.
7. During ever-changing times, we continue to expand knowledge and execute precise and necessary tracking and knowledge of applicable laws.
8. Continue reviewing current recruitment and pre-employment outreach strategies to improve efficiencies.

FY 2022 – 2023 ACCOMPLISHMENTS

- Managed and processed recruitment and pre-employment for all departments.
- Participated in three community-wide job fairs and one college recruitment fair to provide information to the public on current recruitment and the City's recruitment process.
- Coordinated new hire employee orientation for employees to tour all City facilities and expand knowledge of City functions and hosted supportive onboarding measures including "A Big Yuba City Welcome, New Hire Mixer" and "quarterly trainings for supervisors and managers to encourage cross-departmental networking.
- Conducted open enrollments for the City's health, dental/vision, life insurance, flexible spending accounts and implemented changes in the health insurance data entry system.
- Continued to keep open lines of communication for employees by providing the City's benefits information online.
- Continued to provide customer service to internal customers by providing benefits administration for qualifying events and ongoing service, including providing retirement planning through our continued partnership with MissionSquare.
- Regularly audited all benefit systems including: medical, dental/vision, life insurance, and long-term disability.
- Continued to monitor part-time employees for benefit eligibility under the Affordable Health Care Act (ACA) and reporting requirements under the IRS.

- Managed and implemented various programs, policies and leave benefits related to the coronavirus pandemic.
- Conducted interactive process (IAP) meetings for Workers' Compensation and Family Medical Leave Act (FMLA)/California Family Rights Act (CFRA).
- Developed and implemented the Pre-Employment Physical Exemption Policy and a Wildfire Smoke Policy.
- Facilitated DOT testing with those City employees whose job description requires a Class A or B license.
- Maintained out-of-class appointment tracking per pay-period and submitted the annual CalPERS report per GC 20480.
- Implemented and maintained tracking for AB1825 and SB 1343 Sexual Harassment Training for supervisory and non-supervisory employees.
- Prioritized leadership development and knowledge by conducting various management and supervisory trainings.
- Conducted City Hall safety meetings both virtually and in-person to ensure safety in the workplace.
- Continued Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol Clearinghouse query and registration for pre-employment candidates.
- Coordinated annual employee services awards with a City-wide employee committee.
- Coordinated and hosted a Benefits Fair with local business vendors and City benefit plan carriers.
- Coordinated and hosted a Veteran's breakfast event to honor and recognize City employees who are Veterans.
- Partnered with Blue Zones for employees to learn to make healthier choices and strengthen well-being.
- Managed Tuition Reimbursement Program requests, reimbursements, and coordination with employees.
- Partnered with Work Health Solutions to streamline the pre-employment and workers' compensation process.
- Issued a request for proposal for Citywide Classification and Compensation Study, and Deferred Compensation and RHS.
- Integrated use of the iPad's for recruitment to increase efficiencies and provide a quick turnaround on certification lists.

FY 2023- 2024 INITIATIVES

- Continue updating City job descriptions for compliance with the Americans with Disabilities Act (ADA) as recruitments allow.
- Continue to provide legally mandated and City required training to all City employees.
- Monitor performance and premium rates for City health care providers, and ensure that the City is providing the highest level of health care available at competitive rates.

Human Resources

- Monitor and research new benefits administrators to ensure the City is providing the best service available.
- Conduct ongoing City-wide safety audits in partnership with the safety team and Sedgwick to determine the City's continued compliance with, and implementation of safety initiatives.
- Continue to evaluate Workers' Compensation total costs and lost work days through safety training, immediate medical care and return to work program.
- Continue to assess managers and supervisors training to discuss Worker's Compensation, Family Medical Leave Act (FMLA)/ California Family Rights Act (CFRA), and Personnel Rules and Regulations procedures.
- Continue to develop participation for a positive culture through group activities in the workplace.
- Participate in at least one community-wide job fair and one college job fair to provide information to the public on current recruitment and the City's recruitment process.
- Continue to monitor the City's recruitment process to ensure that recruitment is completed within reasonable timelines.
- Research and implement new practices to streamline the onboard and pre-employment process in order to reduce the recruitment process in both time and resources.
- Continue to develop the advertisement of recruitments and outreach to eligible candidates by making improvements to job posts, engaging with the community, and implementing new recruitment strategies.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Reduce average recruiting time (date of opening to date of certification) to 45 days or less.
2. Continue to positively impact Workers' Comp Experience Mod through safety initiatives and employee programs (based on the number of claims over a 5-year period).

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Recruitment (in Days)	51	48	45
Measure 2 - Workers Comp Exp Mod	1.11	1.05	1.02

Human Resources

100-1720

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$339,392	\$413,319	\$614,230	\$592,102
Extra Help	\$20,235	\$18,343	\$59,100	\$59,100
Overtime	\$8,472	\$20,751	\$25,000	\$25,000
Total Benefits	\$191,017	\$196,542	\$227,233	\$228,544
Total Salaries & Wages:	\$559,117	\$648,955	\$925,563	\$904,746
Supplies & Services				
Telephone	\$3,770	\$3,352	\$2,922	\$3,294
Postage & Freight	\$717	\$860	\$1,000	\$1,000
Advertising	\$8,201	\$12,322	\$13,000	\$13,000
Forms & Supplies	\$7,543	\$18,907	\$33,086	\$22,800
Printing & Binding	\$1,246	\$1,590	\$3,500	\$3,500
Professional Services	\$151,362	\$151,241	\$267,269	\$292,304
Professional Development	\$2,292	\$10,347	\$23,900	\$23,900
Dues & Subscriptions	\$4,505	\$7,242	\$6,800	\$6,800
Equipment Operation & Mtnce	\$10,635	\$10,886	\$14,103	\$11,676
Vehicle - O & M	\$188	\$437	\$500	\$500
Training Programs	\$3,790	\$19,732	\$30,000	\$30,000
Water Purchases	\$247	\$254	\$274	\$288
Insurance	\$11,999	\$17,186	\$25,176	\$34,044
Supplies & Services	\$806	\$1,739	\$5,000	\$5,000
Reimbursable	\$0	\$0	\$0	\$0
Technology ISF	\$9,012	\$8,582	\$12,431	\$16,425
Total Supplies & Services:	\$216,313	\$264,675	\$438,961	\$464,531
Total Expense Objects:	\$775,430	\$913,630	\$1,364,524	\$1,369,277

Development Services



Benjamin Moody
Public Works and Development Services Director

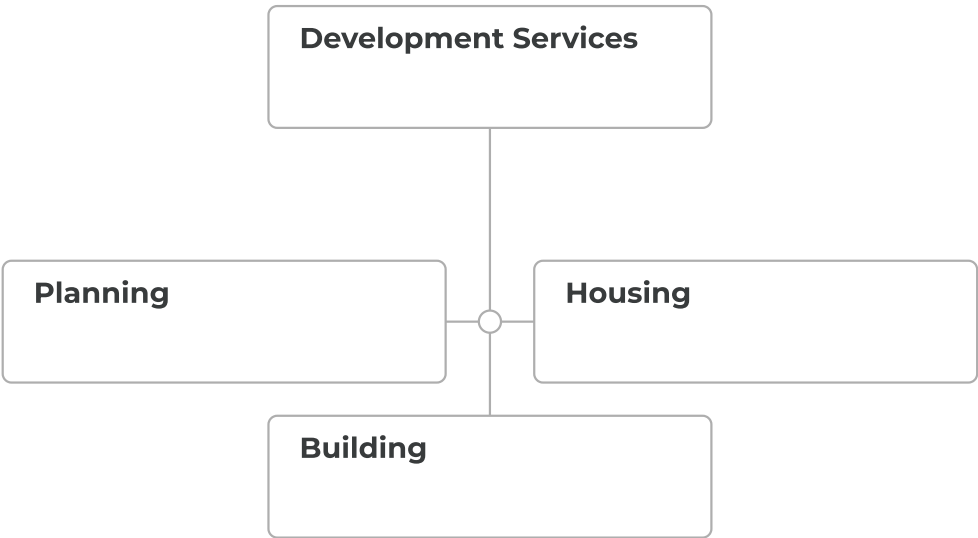
MISSION STATEMENT

Create a distinctive and livable community through quality design, use of good site development, and building standards, and through the efficient use of land and services. In so doing, provide everyone with professional and courteous service in a fair and timely manner.

SERVICE DESCRIPTION

The Development Services Department is focused on property development. Including City planning, building permitting, inspections, code compliance, and housing needs. Moreover, the department plans for, and implements, the growth and physical development of the City. This is done through the implementation of the City's General Plan which provides a 20-30 year vision for a City that will ultimately have 130,000 residents, and by overseeing private development from the planning stages to completion of building construction. Such oversight ensures the City's General Plan is implemented per the community's desires and construction occurs in compliance with State and local safety requirements. The Department also promotes quality of life improvements within the community through proactive code enforcement services that address and correct violations within the City to ensure a safe and attractive community; and through the provision of decent and affordable housing for all economic segments of the community.

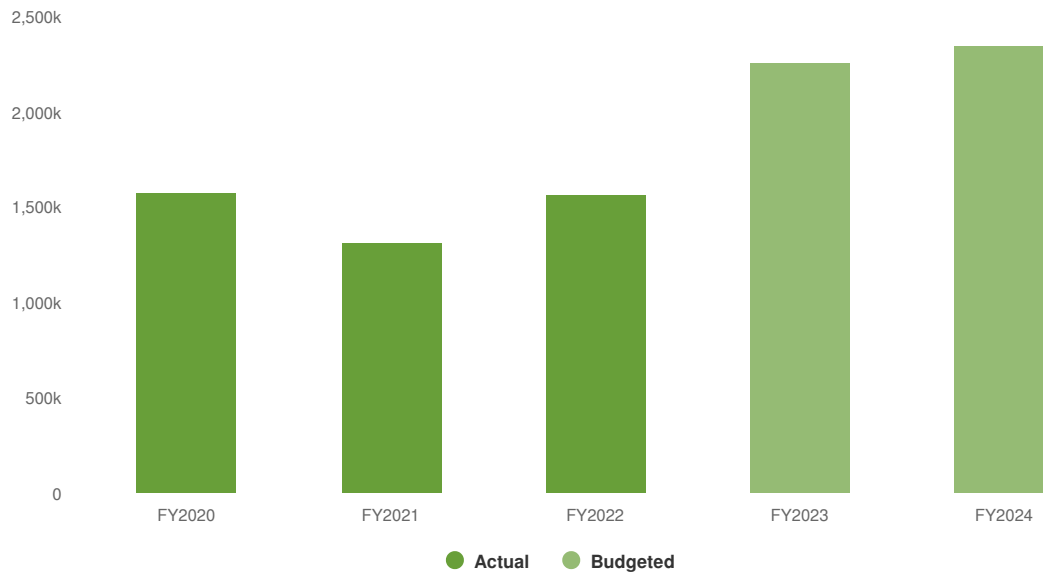
Organizational Chart



Expenditures Summary

\$2,341,608 **\$87,562**
(3.88% vs. prior year)

Development Proposed and Historical Budget vs. Actual



Development Services

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$1,016,545	\$1,235,888	\$1,713,445	\$1,890,326
Supplies & Services	\$293,261	\$330,723	\$528,181	\$451,282
Capital Acquisitions	\$0	\$0	\$12,420	\$0
Total General Fund:	\$1,309,806	\$1,566,610	\$2,254,046	\$2,341,608

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Administration			
PW & DS Director	0.25	0.25	0.25
Administrative Analyst I	1	1	1
<i>Subtotal</i>	1.25	1.25	1.25
Planning			
Deputy Director of DS	1	1	1
Development Liaison	0	1	1
Planner - Assistant	0.75	1	1
Planner - Associate	0	.75	.75
Admin Assistant	0	0	0.50
<i>Subtotal</i>	1.75	3.75	4.25
Building			
Chief Building Official	1	1	1
Plans Examiner	0	1	1
Building Inspector	2	2	2
Planner - Assistant	0.25	0.25	0
Planner - Associate	0	0	0.25
Code Enforcement Officer	1	1	2
Community Development Tech I/II	1	2	2
Development Liaison	1	0.25	0
<i>Subtotal</i>	6.25	7.50	8.25
Grand Total	9.3	12.5	13.75

Development Services Administration

STRATEGIC ISSUES

1. Promote economic development opportunities for business expansion, retention, and attraction through the implementation of a business-friendly, “open for business” development approval process and mindset.
2. Ensure implementation of the City’s General Plan policies to promote a comprehensively well-planned community that will provide for improved quality of life for all City residents
3. Ensure public health and safety in building construction by providing an informed and knowledgeable working staff that can perform necessary plan check review and inspection services of construction projects within the City.
4. Continue to encourage the supply of decent, safe, sanitary, and affordable housing for all economic segments of the community.
5. Provide code enforcement services that will ensure a safe and attractive community.
6. Continue to enhance communication between the City and our customers by providing an open discussion forum for feedback on department services.

FY 2022 – 2023 ACCOMPLISHMENTS

Supported the success, progress, and work efforts of the Development Services operating divisions:

◦ Planning

- Received 57 land use entitlement applications in 2022, including subdivision maps, use permits, general plan amendments and rezoning applications as well as development plans where quality urban design for commercial buildings was coordinated.
- Successfully annexed portions of the former Lincoln East Specific Plan and Bogue Stewart Master Plan areas into the City Limits.
- Implemented the OpenCounter software to facilitate providing information faster to customers.
- Utilize grant funding for a Zoning Code Audit to identify needed changes that are a barrier to housing development. This audit will be completed in 2023.
- Utilize grant funding to prepare a “refresh” of the General Plan. This effort will be completed in 2023.
- Utilize grant funding to develop an Accessory Dwelling Unit handbook to facilitate ADU development. This effort will be completed in 2023.
- Initiated updates to the City’s Road and Park and Recreation development impact fee categories.

◦ Development Liaison

- Developed and launched the *You Can! with Yuba City* initiative. You Can! is a business and development support network that emphasizes connection, communication, collaboration, and customer service.

- Hosted six “Shop Talk” events at several local businesses. Shop Talks are recurring, free sessions open to the public and tailored to area businessowners, professionals, and developers. Shop Talks are held throughout the year monthly.
- Coordinated OpenCounter software from the initial stages, through contracting, development, testing, and product launch. OpenCounter is an online zoning and fee estimate software that will walk individuals through the brainstorming and development process. The software will provide a step-by-step guide outlining all required licenses and permits required to develop and start a business in Yuba City.

◦ Housing/CDBG

- Administered the 2022 CDBG and CDBG-CV programs. Activities included housing repair/modifications, homeless services, ADA sidewalk and curb installations, and repair/improvement to public facilities.
- Supported and provided funding for preservation of existing affordable housing stock through CDBG, Owner-Occupied Housing Rehabilitation and First-Time Homebuyer loan programs.
- Began new partnership with the administration of the City’s First-Time Homebuyer and Owner-Occupied Housing Rehabilitation loan programs with Habitat for Humanity.
- Work to begin implementing new requirements established in the newly adopted 2021-2029 Housing Element Update.

◦ Building

- For Fiscal Year 22/23, the Division has issued approximately 1,642 building permits with a valuation of approximately \$98,432,528 (as of March 2023). This includes 28 new single-family dwellings, 5 new commercial buildings, 141 commercial tenant improvements, and various other permits for additions, alterations, and repairs.
- Reviewed 1,130 projects and performed over 3,600 inspections.
- Adopted and amended the Yuba City Municipal Code to implement the provisions of Assembly Bill 970, expediting the permitting for electric vehicles charging stations.

◦ Code Enforcement

- Responded to 875 YC311 complaints in 2022.
- There were 939 cases resolved and closed in 2022.
- Retained a third-party Administrative Hearing Officer to hear enforcement cases on an as-needed basis.
- Filled a temporary limited-term code enforcement officer position to facilitate timely responses to complaints and assist in resolving ongoing enforcement cases.

Development Services Administration

- Homeless Camp Abatement: In 2020 the department applied for and received a \$249,708 "Illegal Disposal Site Abatement" grant through CalRecycle. The grant lasted for two years closing in June of 2022. Yuba City contracted with the Sacramento Regional Conservation Corps (SRCC) for a seven-person team (six crew members and one lead) and during the contract period, approximately 89 clean-up days took place involving multi-agency coordination to clean encampments on City-owned property and many other locations.
 - Weed Abatement Proactive Enforcement summary:
In 2019, 124 parcels abated
In 2020, 93 parcels abated
In 2022, 70 parcels abated
Active enforcement involves both Code Enforcement and the Yuba City Fire Department. Yearly enforcement has resulted in property owners becoming more aware of hazards and taking action to maintain their properties.
- consistent code interpretation. Currently, we are using online methods to make meetings available for staff.
- Work to educate staff, contractors, developers and homeowners regarding the new 2022 California Building Codes, effective January 2023.
- **Code Enforcement:** Continue to pursue grant funding through CalRecycle or other sources to help mitigate the impact of homelessness on the community.
- Strive to provide timely and consistent enforcement action consistent with the City's adopted ordinances.
- Continue to pursue educational opportunities and applicable certifications for staff.

FY 2023 - 2024 INITIATIVES SUMMARY

- **Planning:** Provide timely and consistent plan processing. Support the Council's efforts to provide an "open for business" environment. Finalize implementation of the Open Counter software, complete the Zoning Code Audit, Accessory Dwelling Unit handbook, continue work on updating development impact fees, complete the General Plan "refresh" and initiate a comprehensive Zoning Code update.
- **Development Liaison:** Develop a *You Can!* With the Yuba City webpage, we launched an OpenCounter marketing campaign. Update/simplify development forms and coordinate with residential and commercial developers to help streamline projects and the City's development processes. Participate in local, regional and state economic development, planning and development training.
- **Housing/CDBG:** Implement the City's CDBG programs and continue our First-Time Homebuyer Down Payment Assistance Program to assist low-moderate income housing in the community. Coordinate to implement the PLHA program, CDBG, and other housing related grants and programs. Seek opportunities to expand and improve affordable housing options.
- **Building:** Utilize grant funds to implement the new Solar App+ (solar automated permitting platform). This program will allow contractors to submit roof mounted solar applications online, pay fees and have their plans reviewed in real time to facilitate same-day permit issuance.
- Continue to educate staff and the public about the new AB221 and SB897 that went into effect as of 1/01/2023. These regulations help expedite the plan check and permitting process and clarify new requirements.
- Continue to collaborate with surrounding jurisdictions to meet and discuss current code changes, and have

Planning

SERVICE DESCRIPTION

Provide technical assistance and professional guidance to the City Council, Planning Commission, and the public regarding policies and plans that guide the physical development of the community. Responsible for administering and implementing the City's General Plan, Specific Plans, Zoning Regulations, and development related ordinances.

Organizational Chart



Planning

FY 2022– 2023 ACCOMPLISHMENTS

- Successfully annexed portions of the former Lincoln East Specific Plan, south of Lincoln Road, East of George Washington Blvd. and north of Bogue Road, and Bogue-Stewart Master Plan area into City Limits.
- Received 57 land use entitlement applications in 2022 including subdivision maps, use permits, general plan amendments and rezoning applications as well as development plans where quality urban design for commercial buildings was coordinated.
- Utilize grant funding for a Zoning Code Audit to identify needed changes that are a barrier to housing development. This audit will be completed in 2023.
- Utilize grant funding to prepare a “refresh” of the City's General Plan. This effort will be completed in 2023.
- Utilize grant funding to develop an Accessory Dwelling Unit (ADU) handbook to facilitate ADU development. This effort will be completed in 2023.
- Initiated updates to the City's Road and Park and Recreation development impact fee categories.

Development Liaison

- Developed and launched the *You Can! with Yuba City* initiative. You Can! is a business and development support network that emphasizes connections, communication, collaboration, and customer service.
- Hosted six “Shop Talk” events at several local businesses. Shop Talks are recurring, free sessions open to the public and tailored to area business owners, professionals, and developers. Shop Talks are held throughout the year monthly.
- Coordinated OpenCounter from the initial stages, through contracting, development, testing, and product launch. OpenCounter is an online zoning and fee estimate software that will walk individuals through the brainstorming and development process. The software will provide a step-by-step guide outlining all required licenses and permits required to develop and start a business in Yuba City.

FY 2023 – 2024 INITIATIVES

Planning

- Continue to coordinate to provide a high level of customer service while innovating to implement improvements.
- Continue work on a new AB1600 Fee Study and establish Development Impact Fees reflecting the current needs of the City and community.
- Continue annexing land within the City's Sphere of Influence in accordance with current standards adopted by the City Council.
- Process development applications within statutory deadlines while maintaining a high level of customer service.
- Complete implementation/integration of the Open Counter software into the City website.
- Complete General Plan “refresh”, Zoning Code audit and

ADU handbook.

- Initiate a Zoning Code update to implement the updated General Plan and Housing Elements and include:
 - Updated RV, Boat, and trailer parking standards.
 - Updated mobile vendor standards.
 - Updated carport standards.
 - Develop a Public Convenience and Necessity ordinance for ABC licensing.
- Continue to encourage Planning Commission training to facilitate a strong understanding of the Planning Commissioner's role and City planning documents.
- Pursue updating the City's Geographic Information System (GIS) to ensure it reflects current conditions.

Development Liaison

- Develop a *You Can! with Yuba City* webpage on the website that includes links to OpenCounter, contact forms, helpful resources, quarterly newsletters, etc.
- Launch a You Can! OpenCounter marketing campaign to spread the word to the community about the initiative.
- Update and/or simplify development process forms to accelerate and streamline processes by providing clear information to the public about the processes.
- Coordinate with residential and commercial developers to help streamline projects and the City's development processes.
- Continue to participate in local, regional, and state economic development, planning, and development training and conferences.
- Coordinate with the Planning and Housing Divisions to prepare a Proposing application to submit to HCD.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Circulate 100% of project applications for review and comment from internal and external agencies within 72 hours of submittal of a complete application package.
2. Issue project status correspondence for 100% of project submittals requiring discretionary review within 30 days of submittal of a complete application package.
3. Provide 100% of first plan check review comments back to applicant within three weeks of receiving the project application.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1 - Project Applications	75%	85%	100%
Measure 2 - Project Status Correspondence	95%	95%	100%
Measure 3 - Plan Check Reviews	90%	92%	100%

*Staff analyzes year end projects to establish an approximate percentage value.

Planning

100-1910

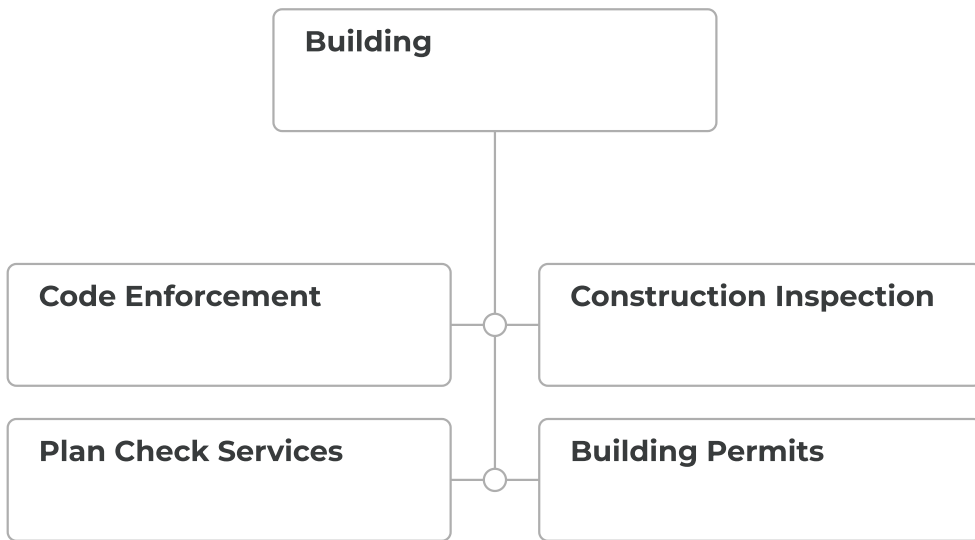
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$238,882	\$308,451	\$433,717	\$537,871
Extra Help	\$23,298	\$10,732	\$30,300	\$30,300
Overtime	\$1,828	\$4,202	\$0	\$0
Total Benefits	\$154,395	\$170,394	\$160,667	\$206,134
Total Salaries & Wages:	\$418,402	\$493,779	\$624,684	\$774,305
Supplies & Services				
Telephone	\$2,046	\$2,998	\$3,922	\$3,821
Postage & Freight	\$1,099	\$1,702	\$1,800	\$1,800
Advertising	\$13,452	\$9,346	\$11,100	\$11,100
Forms & Supplies	\$2,171	\$4,845	\$3,100	\$3,200
Printing & Binding	\$342	\$1,548	\$750	\$750
Professional Services	\$113,521	\$137,198	\$210,014	\$166,160
Professional Development	\$174	\$14,061	\$14,300	\$14,300
Dues & Subscriptions	\$564	\$1,224	\$1,500	\$1,500
Equipment Operation & Mtnce	\$1,250	\$1,291	\$2,010	\$2,010
Vehicle - O & M	\$0	\$66	\$0	\$0
Tools, Supplies & Equip.	\$5,590	\$2,238	\$4,800	\$4,800
Training Programs	\$1,959	\$0	\$0	\$0
Water Purchases	\$232	\$276	\$296	\$271
Insurance	\$10,523	\$15,387	\$20,376	\$31,294
Supplies & Services	\$58	\$58	\$1,000	\$1,000
Filing Fees	\$0	\$0	\$5,323	\$5,323
Technology ISF	\$6,383	\$6,016	\$5,956	\$7,068
Total Supplies & Services:	\$159,363	\$198,255	\$286,247	\$254,397
Capital Acquisitions				
Equipment	\$0	\$0	\$12,420	\$0
Total Capital Acquisitions:	\$0	\$0	\$12,420	\$0
Total Expense Objects:	\$577,765	\$692,034	\$923,351	\$1,028,702

Building

SERVICE DESCRIPTION

Provide residents, business owners and visitors to the City with peace of mind by ensuring the buildings they live, work and visit are safe. As "first preventers" we ensure compliance to minimum fire-life safety standards by providing review and inspection of construction projects within the City. Additionally, Code Enforcement services are provided to ensure safe and attractive neighborhoods.

Organizational Chart



Building

FY 2022-2023 ACCOMPLISHMENTS

- Reviewed 1,130 projects and performed over 3,600 inspections.
- For Fiscal Year 22/23, the Division has issued approximately 1,642 building permits with a valuation of approximately \$98,432,528 (as of March 2023). This includes 28 new single-family dwellings, 5 new commercial buildings, 141 commercial tenant improvements, and various other permits for additions, alterations, and repairs.
- Code Enforcement responded to approximately 875 cases (as of March 2023) which included: graffiti, building and zoning violations, vacant properties, weed abatement and shopping carts. The City continues to achieve voluntary compliance to resolve the majority of complaints without them escalating to a violation report or fine.
- Adopted and amended the Yuba City Municipal Code to implement the provisions of Assembly Bill 970. This bill will help expedite permitting for Electric Vehicle charging systems.
- Added a full-time temporary Code Enforcement Officer to help current staff resolve ongoing code cases.

FY 2023-2024 INITIATIVES

- Adoption and implementation of a new Solar App+ (solar automated permitting platform). This program will allow contractors to submit online, pay fees and have their plan reviewed automatically.
- Code Enforcement has applied for a second grant of CalRecycle funding to clean/abate homeless camps.
- Continue to educate staff and the public about the new AB221 and SB897 that went into effect on January 1, 2023. These regulations help expedite the plan check and permitting process and clarify new requirements.
- Continue to collaborate with surrounding jurisdictions to meet and discuss current code changes, and have consistent code interpretation. Currently, we are using online methods to make meetings available for staff.
- Work to educate staff, contractors, developers and homeowners regarding the new 2022 California Building Codes, effective January 2023.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Approve 100% of plan reviews within three weeks or less. Staff will meet with the applicant, owner, designer or contractor to explain corrections/concerns if plan reviews go beyond three reviews.
2. Ensure that 100% of inspections are made within 24 hours of initial request with reduced staff levels.
3. Resolve 95% of Code Enforcement cases within 60 days of the receipt of a valid complaint and without the use of citations.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Plan Review Process	98%	98%	100%
Measure 2 - Inspections within 24 hours	99%	99%	100%
Measure 3 - Resolve Citations within 60 days	90%	90%	95%

Building

100-1920

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$329,556	\$422,777	\$649,498	\$679,006
Extra Help	\$49,037	\$65,455	\$149,900	\$149,900
Overtime	\$5,805	\$6,220	\$4,000	\$4,000
Total Benefits	\$213,745	\$247,657	\$285,363	\$283,115
Total Salaries & Wages:	\$598,143	\$742,109	\$1,088,761	\$1,116,021
Supplies & Services				
Telephone	\$8,552	\$8,741	\$9,460	\$9,647
Postage & Freight	\$492	\$465	\$600	\$600
Forms & Supplies	\$8,692	\$3,614	\$8,300	\$8,650
Printing & Binding	\$745	\$405	\$1,200	\$1,200
Professional Services	\$31,772	\$10,372	\$84,159	\$31,000
Professional Development	\$1,718	\$7,780	\$10,900	\$10,900
Dues & Subscriptions	\$2,547	\$1,545	\$2,600	\$2,600
Equipment Operation & Mtnce	\$28,851	\$39,163	\$45,000	\$48,000
Special Equipment - O & M	\$0	\$0	\$175	\$175
Vehicle - O & M	\$23,668	\$23,282	\$30,351	\$20,373
Tools, Supplies & Equip.	\$2,924	\$3,409	\$3,000	\$5,000
Training Programs	\$1,482	\$1,613	\$1,500	\$1,500
Water Purchases	\$325	\$396	\$425	\$379
Uniform Clothing	\$411	\$0	\$1,100	\$1,100
Insurance	\$10,178	\$21,114	\$28,275	\$39,618
Technology ISF	\$11,541	\$10,569	\$14,889	\$16,143
Total Supplies & Services:	\$133,897	\$132,468	\$241,934	\$196,885
Total Expense Objects:	\$732,041	\$874,577	\$1,330,695	\$1,312,906



Police Department



Brian Baker
Chief of Police

MISSION STATEMENT

We shall carry out our duties with a reverence for human life in partnership with members of the community through professionalism, respect, integrity, dedication and excellence in policing.

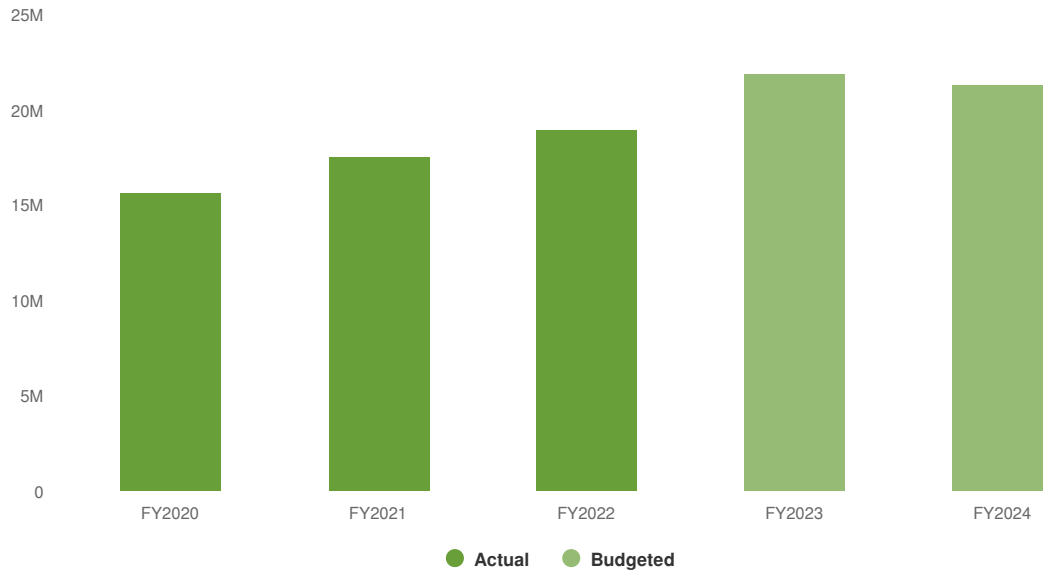
Organizational Chart



Expenditures Summary

\$21,324,342 **-\$527,942**
(-2.42% vs. prior year)

Police Department Proposed and Historical Budget vs. Actual



Police Department Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$14,901,390	\$15,959,119	\$17,583,002	\$17,565,136
Supplies & Services	\$2,536,306	\$2,946,971	\$3,630,208	\$3,759,206
Capital Acquisitions	\$65,527	\$24,878	\$680,497	\$0
Total General Fund:	\$17,503,224	\$18,930,967	\$21,893,707	\$21,324,342

Personnel Summary - Police Department

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Administration			
Police Chief	1	1	1
Police Lieutenant	1	0	0
Administrative Manager	1	1	1
Administrative Assistant	1	1	1
Police Service Analyst	1	1	1
Records Clerk Supervisor	0	1	1
Lead Records Clerk	1	0	0
Records Clerk	5	5	5
<i>Subtotal</i>	11.0	10.0	10.0
Traffic Education and Enforcement			
Sergeant	1	1	1
Officer	4	4	4
<i>Subtotal</i>	5.0	5.0	5.0
Investigation			
Commander	1	1	1
Police Lieutenant	0	1	1
Sergeant	2	2	2
Officer	10	10	10
Field Services Technician	1	1	1
<i>Subtotal</i>	14.0	15.0	15.0
Field Operations			
Assistant Chief	1	1	1
Lieutenant	2	2	2
Sergeant	6	6	6
Officer	39	39	39
Community Service Officer	6	6	6
Reserve Officers (10 Officers)	1.5	1.5	1.5
<i>Subtotal</i>	55.5	55.5	55.5
Community Outreach			
Community Policing Coordinator	1	1	1
<i>Subtotal</i>	1.0	1.0	1.0
Information Resources			
Community Service Office - Lead	1	1	1
<i>Subtotal</i>	1.0	1.0	1.0
Communicaitons			
Communications Center Coordinator	1	1	1
Public Safety Dispatcher I/II/III	11	14	14
<i>Subtotal</i>	12.0	15.0	15.0
Grand Total	99.5	102.5	102.5

Police Administration

SERVICE DESCRIPTION

To administer and take total responsibility for effective and efficient operations of police services within the City of Yuba City. By State law, the Chief of Police is the responsible officer. The Chief benefits from having the assistance of his senior commanders and by engaging in participative management with the City Manager, City Council and the citizens we serve. The Police Administrative Unit sets the Department on a strategic focus.

Collateral activities of the Unit include Business and Records Management. Operation of the Office of Public Responsibility and legislative coordination of issues at the State and Federal levels of government.

STRATEGIC ISSUES

- Instill and reinforce the ethical principles and quality values that professional law enforcement is known for in all our new police employees.
- Implement our Strategic Plan document to effectively plan for personnel and infrastructure enhancements in order to adequately address the needs of our expanding City population. Continue to evaluate and update a plan to facilitate the process of providing police services to all areas of the City, including those currently provided by the Sutter County Sheriff's Department.
- Continue to keep our focus on creating viable community partnerships and engaging in effective problem solving with the ongoing goal of continued excellent customer service.
- Continue to incorporate and expand our Community Policing Coordinator services into our philosophy of community-based policing. Increase the department's social media presence.
- Participate and lead monthly meetings involving representation of all Police Department groups. Examine crime patterns, areas of concern, internal procedures, and evaluation of created action plans. This is done with the belief in mind that the absence of crime is the best evaluator of police performance.
- Track technology advancements which may enhance our abilities to deliver effective services and continue to benefit officer safety. Look for and apply for grants as they become available. With a special attention towards non-matching fund grants.
- Continue to evaluate community needs and provide the best quality service that is possible while maintaining trust and partnership with our citizens.
- Prepare department to provide police services to the South Yuba City Area through community education, preparation and resources.

FY 2022 - 2023 ACCOMPLISHMENTS

- Continued to operate our regional Narcotic and Gang Task Force. We work in partnership with our local law enforcement allies in maintaining and modifying this invaluable program.
- Continued to pursue a policy of zero tolerance pertaining to illegal gang activity.
- Initiated a department wide wellness program.
- Created and filled the Police Services Analyst position.
- Volunteers accounted for over 5,400 hours of service to the City.
- Conducted 10 presentations to community groups.
- Provided 25 presentations to our local schools.
- Processed 6,536 police reports.
- Tracked and responded to 1,951 alarms, 1,514 were false alarms, and processed corresponding false alarm billings.
- Received 201,849 phone calls to our Communications Center; 35,077 were 911 calls, and 90 Text2 911.
- Issued 811 citations to individuals driving without a license or driving on a suspended license.
- Conducted 11 Traffic related presentations and trainings to audiences in excess of 575 people.
- Arrested 243 people for driving under the influence of alcohol or drugs.
- Issued 4,085 hazardous citations in 2022.

FY 2023 - 2024 INITIATIVES

- Expand on neighborhood planning to identify and prioritize needs in targeted neighborhoods. This will be dependent on our partnership with Code Enforcement and subsequent staffing of personnel.
- Reduce gang violence through suppression, diversion, intervention and prevention utilizing a regional coordination approach.
- Increase our Traffic Index, with the use of external grants and enhanced directed patrols. Fully staff the Traffic Unit to 4 as staffing increases.
- Continue to reassess staffing and financial losses from the state to maintain services at a level that will maintain a high standard of public safety. Losses include funding of the State-operated Gang/Drug Task Force, reduction of prison population due to AB 109, and fiscal impacts as it relates to the local and national economy.
- Working in conjunction with other City departments and businesses, we continue to address and reduce vagrancy issues. Specific items include new camping ordinances, addressing aggressive panhandling problems, and increasing quality of life issues within our sphere of influence.

- Develop a strategic plan to provide police services to all areas of the City, inclusive of those currently provided by the Sutter County Sheriff's Department.
- Working with Human Resources and Finance, fully staff the Police Department personnel to the budgeted levels.
- Provide leadership opportunities for staff in order to maintain succession planning. Make Leadership Academy and UC Davis Leadership courses available to deserving employees in order to address the Mission Statement of City (Quality Service, Leadership and Innovation). Send Command Staff to Executive Level Courses such as the Senior Management Institute for Police, and the FBI National Academy.
- Work in partnership with our Regional Allies (Sutter County Sheriff, Sutter County Fire, and Yuba City Fire) to enhance our region's ability to respond to emergencies. Conduct training and emergency scenarios in order to better prepare our region.

**CONTINUOUS IMPROVEMENT
PERFORMANCE MEASURES**

1. Enhance community safety by reducing the serious (Part I) crime rate. We hope to establish a reduction in part I crimes that have seen a drop-in rate of over 50% in the past ten years, but realize that the economy and the new realignment program (fewer people going to State Prisons) plays a significant role in this particular statistic.
2. Achieve a traffic enforcement index of 25%. This is the National Highway Traffic Safety Administration's recommended number in order to decrease the number of injury accidents. The index is a ratio of hazardous citations to injury accidents.
3. Decrease Injury Collisions to less than 250.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Serious Crime Rate Reduction	29.2	29.2	30
Measure 2 - Traffic Enforcement Index	12.0%	18%	25%
Measure 3 - Injury Accidents	250	270	<250

Police Administration

100-2120

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$645,424	\$827,439	\$844,946	\$889,247
Overtime	\$3,370	\$8,514	\$16,150	\$16,150
Total Benefits	\$718,403	\$786,709	\$734,080	\$475,075
Total Salaries & Wages:	\$1,367,197	\$1,622,661	\$1,595,176	\$1,380,472
Supplies & Services				
Heat & Power	\$40,573	\$46,800	\$3,291	\$74,550
Telephone	\$78,674	\$65,406	\$60,344	\$60,142
Postage & Freight	\$14,375	\$17,388	\$15,000	\$15,000
Forms & Supplies	\$27,072	\$27,945	\$29,100	\$28,500
Printing & Binding	\$5,655	\$14,824	\$10,000	\$10,000
Professional Services	\$49,472	\$30,107	\$31,016	\$24,700
Professional Development	\$1,239	\$3,280	\$2,300	\$2,300
Dues & Subscriptions	\$6,015	\$5,346	\$7,500	\$7,500
Rental-Bldgs./Equip/Land	\$0	\$625	\$17,000	\$17,000
Equipment Operation & Mtnce	\$212,063	\$192,717	\$235,519	\$230,000
Special Equipment - O & M	\$19,431	\$19,828	\$0	\$0
Vehicle - O & M	\$11,067	\$8,540	\$10,759	\$9,449
Buildings & Facility - O & M	\$48,905	\$63,534	\$35,000	\$35,000
Tools, Supplies & Equip.	\$3,344	\$5,177	\$7,000	\$7,000
Training Programs	\$0	\$13,360	\$0	\$0
Water Purchases	\$8,209	\$7,302	\$8,322	\$7,699
Insurance	\$252,540	\$416,198	\$574,204	\$667,948
Reimbursable	\$264	\$0	\$0	\$0
Debt Service	\$89,660	\$56,859	\$93,559	\$102,830
Technology ISF	\$12,062	\$11,851	\$11,990	\$14,216
Total Supplies & Services:	\$880,622	\$1,007,087	\$1,151,904	\$1,313,834
Total Expense Objects:	\$2,247,819	\$2,629,748	\$2,747,080	\$2,694,306

Traffic Education and Enforcement

SERVICE DESCRIPTION

The Traffic Education and Enforcement Unit is responsible for providing safe transportation corridors which allow for various types of vehicles and pedestrians to safely share the public thoroughfares of our City.

The Unit employs numerous programs to combat injury collisions.

- The Suspended Traffic Offender Program (STOP) targets suspended and unlicensed drivers. The majority of these drivers have been involved in traffic related incidents, resulting in license suspension. Studies have shown this program has a major impact on reducing alcohol-related incidents and hit and run collisions. This program follows the guidelines set forth in California Vehicle Code Sections 14602.6 and 14607.6. These sections prescribe 30-day storage of vehicles driven by suspended or unlicensed drivers. To gain release of the vehicle prior to the 30 days, the registered owner can request a post storage hearing with the traffic sergeant by calling (530) 822-4795. Subsequent violations can result in forfeiture of the vehicle.
- "Every 15 Minutes" is a two-day program focusing on juniors and seniors in high school that challenges them to think about drinking, personal safety, and the responsibility of making mature decisions when lives are involved. This program requires nine months' preparation by a committee composed of 30 community members. No programs were done in 2022 due to Covid-19 restrictions and rotation schedules of the schools.
- The Neighborhood Speed Awareness (NSA) program was designed to reduce speed in residential neighborhoods through a combination of education and enforcement. The program offers an alternative to court fines for speed violations in residential areas. Violators cited under this program attend a class presented by the police department designed to inform the driving public of the need for speed compliance. During the NSA course, information is given to the students on braking distances, vehicle versus bicycle/pedestrian injuries and collision prevention techniques. Upon completion of the class, the department nullifies the citation. The program assures better driving habits through education and students are encouraged to talk to their friends/family about the class. Speed continues to be the leading primary collision factor for collisions in the City. In 2022, unsafe speed accounted for more than 24.5% of injury collisions. More than 589 speed offenders were issued NSA citations.
- The Student Driver Awareness Program (SDA) was developed in the model of the NSA program. The SDA involves targeting hazardous driving exhibited by teen drivers in areas around schools. Problem areas are identified through a combination of citizen complaints

and collision data. Student drivers are issued a citation to attend a two-hour traffic education class after school. The course seeks to improve driving habits through education. Student drivers attending the program nullify their citation upon completion of the course. Only violations issued during directed enforcement operations in targeted areas qualify for the SDA program. Only 1 SDA class was held in 2020 due to COVID-19 social distancing restrictions.

- The Bicycle Enforcement and Education Program (BEEP) is a first-time offender program designed to encourage youth under the age of 18 to comply with the law requiring helmet use. Bicycle Court is held at the police department and is conducted by the Sutter County Probation Department. Helmet use has increased due to this program, which has resulted in the reduction of injuries to bicyclists.
- The Department deploys four Speed feedback Trailers to increase awareness and seek voluntary compliance with posted speed limits. Trailers are placed where a high occurrence of speed related collisions occurs and/or in neighborhoods where residents report problems with speeding vehicles. If you are interested in requesting a Speed feedback Trailer for your neighborhood, please call (530) 822-4795 or visit the Yuba City Police Department web site at <http://www.ycpd.org/> and click on the Traffic Education and Enforcement link.
- The Traffic Education and Enforcement Unit offers the following additional services:
 - Aid with street closures for public events, traffic education for the general public and community service groups.
 - Conduct bicycle rodeos at sites open to the general public.
 - Provide traffic safety education (auto, bicycle and pedestrian) in the Yuba City Unified schools.
 - Conduct DUI checkpoints and saturation patrols to reduce drunk and drugged driving in our community.
 - Provide a free violator course for the first time for child safety seat violators which removes a point from the license of the violator upon completion.
 - Conducts investigations on complex collisions involving serious injury or deaths.

FY 2022 - 2023 ACCOMPLISHMENTS

- Conducted 11 presentations and trainings to 589 people.
- Train personnel on Advanced Roadside Impaired Driving Enforcement (ARIDE) This course focuses on DUI drug investigations. Each year the department strives to send two new officers to this training session. None were sent in 2022.

Traffic Education and Enforcement

- Trained 1 officer in Standardized Field Sobriety Tests (SFST) for DUI identification and enforcement. The course focuses on DUI-alcohol related investigations. Nearly 100% of field personnel are now SFST trained.
- Completed the Drug Recognition Expert (DRE) process by (1) officer. DRE personnel enhance the department's ability to investigate and assist in the prosecution of DUI drug incidents.
- Arrested 243 people for driving under the influence in calendar year 2022.
- There were 811 citations / arrests for individuals driving without a license or with a suspended license.
- Issued 490 Distracted Driver (cell phone related) citations in 2022.
- Conducted 32 DUI Saturation Patrols
- Conducted 2 DUI Checkpoints
- Conducted 18 General Enforcement Operations

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Enforcement Index	12.0%	17.8%	25.0%
Measure 2 - Education Forums	5	5	12+
Measure 3 - DUI Accidents	58	85	< 50
Measure 4 - Injury Collisions	250	270	< 250

FY 2023 - 2024 INITIATIVES

- Achieve the allotted staffing level of four motor officers in the traffic unit. The traffic unit operated with three motor officers in 2022 due to department staffing shortages.
- Provide training related to DUI investigations through all traffic personnel and at least 4 patrol officers attending an Advanced Roadside Influence Detection Enforcement course and one additional Drug Recognition Expert.
- Provide at least five training sessions to patrol shifts in the areas of DUI investigations and other traffic safety concerns.
- Maintain enforcement efforts in the area of unlicensed and suspended drivers.
- Provide training to 5 patrol personnel in the areas of basic collision investigation.
- Continue to pursue repeat DUI offenders through DUI related arrest warrant details and Surveillance Operations.
- Strive to reduce collisions through enhanced education and enforcement efforts with a goal of increasing the traffic enforcement index to 25%.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- Achieving an enforcement index of 25%.
- Providing educational forums on traffic safety with a target of 12 forums.
- Reduce DUI related collisions to less than 50.
- Decrease injury collisions to less than 250.

Traffic Education and Enforcement

100-2110

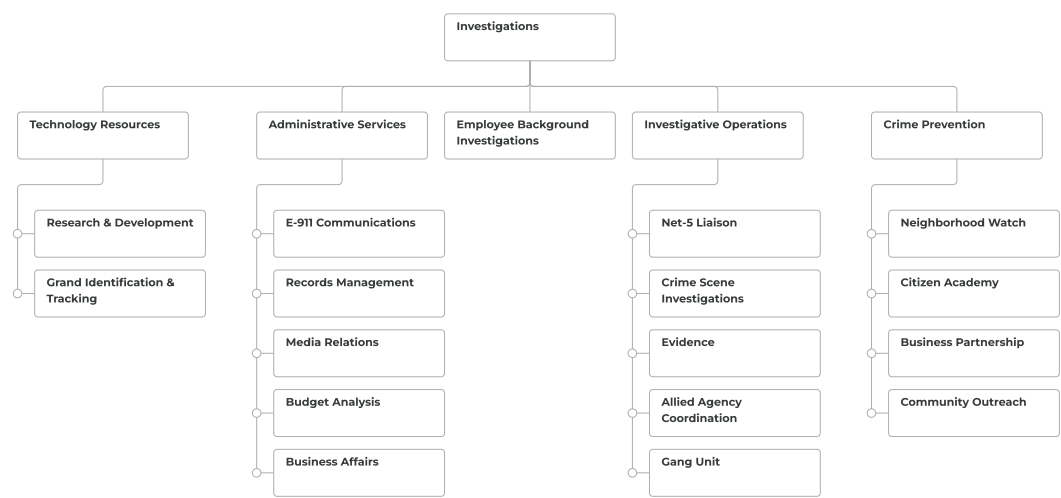
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$382,790	\$424,270	\$531,647	\$737,174
Extra Help	\$17,614	\$0	\$18,000	\$18,000
Overtime	\$62,082	\$115,226	\$56,349	\$64,029
Total Benefits	\$328,115	\$345,899	\$409,725	\$581,660
Total Salaries & Wages:	\$790,601	\$885,395	\$1,015,721	\$1,400,863
Supplies & Services				
Telephone	\$1,501	\$1,755	\$1,660	\$2,052
Advertising	\$58	\$650	\$500	\$500
Printing & Binding	\$139	\$0	\$200	\$200
Professional Services	\$102	\$342	\$3,408	\$250
Professional Development	\$0	\$246	\$2,300	\$2,300
Vehicle - O & M	\$53,398	\$54,852	\$62,291	\$46,688
Tools, Supplies & Equip.	\$20,153	\$15,411	\$21,000	\$21,000
Training Programs	\$1,961	\$701	\$4,500	\$4,500
Uniform Clothing	\$1,797	\$2,741	\$1,860	\$1,860
Insurance	\$15,460	\$20,169	\$29,397	\$42,880
Supplies & Services	\$631	\$174	\$750	\$750
Reimbursable	\$0	-\$1,133	\$0	\$0
Technology ISF	\$10,758	\$10,569	\$14,889	\$17,671
Total Supplies & Services:	\$105,957	\$106,476	\$142,755	\$140,651
Total Expense Objects:	\$896,558	\$991,871	\$1,158,476	\$1,541,514

Investigations

SERVICE DESCRIPTION

Conducts follow-up investigations of felony crimes and all other incidents requiring in-depth inquiry. The Unit acts as the investigative liaison to allied police agencies at the local, state, and federal levels of government. Investigations continue to interact with local merchants and business associations providing input and training as requested. We view this interdependent relationship as crucial to keeping our agency, residents, and business community ready to meet future law enforcement challenges.

Organizational Chart



Investigations

FY 2022 - 2023 ACCOMPLISHMENTS

- Authored 160 search warrants, made 159 arrests and submitted 44 warrant requests for a variety of felony and misdemeanor charges. Investigators were assigned and investigated 239 cases and were able to close 201 of those. In addition, investigators authored 404 supplemental reports.
- Continued efforts by NET-5 to reduce the supply of illegal drugs in the Sutter County area and diminish the violence and related criminal activity associated with the drug trade.
- Continued participation in the Yuba-Sutter Anti-Gangs Enforcement. (YSAGE) Multi-agency directed gang deterrence operations. Participated in ongoing sweep operations targeting gang issues when feasible, that led to 13 Gang Member arrests.
- Completed a total of 972 hours of training this fiscal year. This training focused in the areas of: Leadership Training, Officer Involved Shootings, Force Encounters, SWAT Training, Child Abuse situations, Forensic Interviewing of Children, Human Trafficking, and Computer Forensics.
- Seized in excess \$86,000 in cash from drug sales investigations, and seized more than 57 firearms unlawfully possessed, 9,718 pills and 1007.73 grams of powdered Fentanyl, 21,236.29 grams of methamphetamine and several other large quantities throughout the year of other Schedule I narcotics.
- Provided initial ICI core child abuse investigation, and search warrant training to a newly assigned detective. Investigators received advanced training specific to computer/cell phone forensics and human trafficking.

FY 2023 - 2024 INITIATIVES

- Assign investigators to standardized training topics for purposes of in-service briefing session training for patrol personnel related to major criminal investigation.
- Conduct bi-annual proactive enforcement sweeps.
- Engage the Community through presentations and participation in community events.
- Impact the gang issues faced in the community using the Gang Task Force. Continue to combat gang activity in our community and maintain this as a priority when assigning investigators to cases. Maintain zero tolerance for gang activity and violence.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Maintain a high level of service and professionalism via community presentations.
2. Conduct bi-annual enforcement and compliance sweeps focusing on sexual registrants and individuals with probation/parole terms.
3. Provide monthly in-service training for department and/or City staff focusing on current criminal issues and trends being addressed by the investigation unit.
4. Participate in at least eleven Yuba-Sutter Anti-Gang Enforcement (YSAGE) details focusing on reducing gang violence and gathering intelligence. YSAGE has now reduced the frequency of their deployments to once a month.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Community Presentations	25	28	35
Measure 2 - Proactive enforcement / Compliance Sweeps	3	4	5
Measure 3 - Provide monthly in-service training	7	8	10
Measure 4 - YSAGE Multi Jurisdictional Sweep	6	10	11

Investigations

100-2130

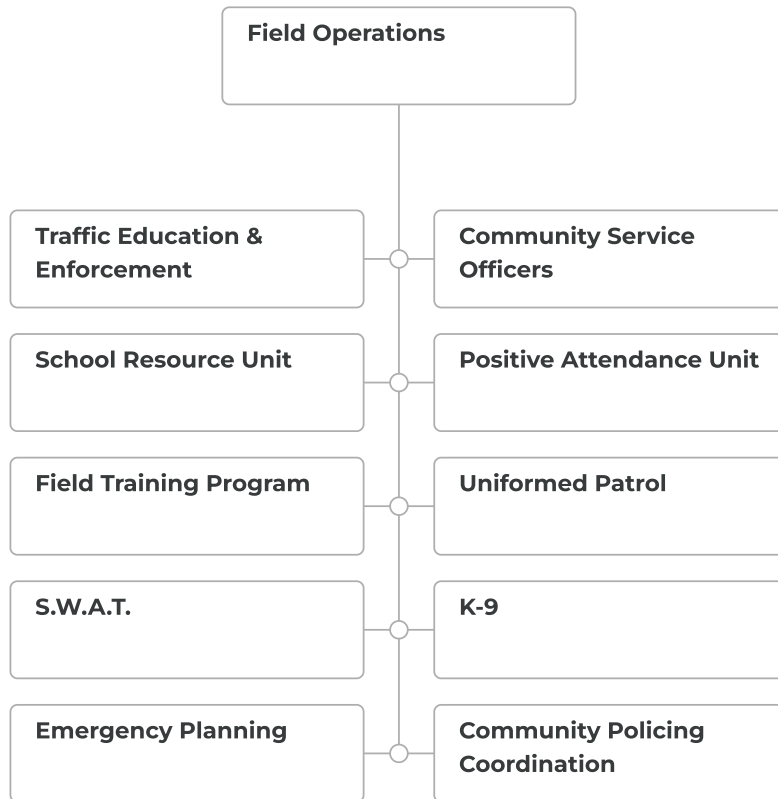
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$1,260,807	\$1,189,462	\$1,779,762	\$1,757,307
Extra Help	\$0	\$336	\$0	\$0
Overtime	\$190,218	\$170,055	\$141,500	\$148,999
Total Benefits	\$936,455	\$905,105	\$1,237,893	\$1,247,365
Total Salaries & Wages:	\$2,387,481	\$2,264,958	\$3,159,155	\$3,153,671
Supplies & Services				
Telephone	\$3,379	\$3,688	\$3,688	\$3,899
Forms & Supplies	\$0	\$547	\$0	\$0
Professional Services	\$136,215	\$153,531	\$194,039	\$183,400
Professional Development	\$455	\$798	\$1,500	\$1,500
Dues & Subscriptions	\$3,995	\$0	\$0	\$0
Equipment Operation & Mtnce	\$6,925	\$10,058	\$11,500	\$11,500
Special Equipment - O & M	\$111	\$54	\$5,000	\$5,000
Vehicle - O & M	\$78,631	\$92,324	\$95,726	\$70,592
Tools, Supplies & Equip.	\$6,759	\$10,372	\$12,000	\$12,000
Training Programs	\$3,467	\$1,773	\$4,500	\$4,500
Insurance	\$39,325	\$58,838	\$84,025	\$101,355
Supplies & Services	\$1,065	\$656	\$1,000	\$1,000
Technology ISF	\$27,266	\$26,583	\$31,529	\$36,814
Total Supplies & Services:	\$307,594	\$359,221	\$444,507	\$431,560
Total Expense Objects:	\$2,695,074	\$2,624,179	\$3,603,662	\$3,585,231

Field Operations

SERVICE DESCRIPTION

The Field Operations Unit is the most visible segment of law enforcement operations within the City. Members of the Unit are the frontline in responding to emergencies of all types, and aid in neighborhood problem solving within a Community Policing Philosophy. Employees assigned to this Unit are expected to use professional, mature and ethical approaches in analyzing and fairly resolving critical events in a person's life. The department hopes to build upon the relationships it has developed and looks forward to expanding its community policing efforts in the coming year.

Organizational Chart



Field Operations

FY 2022-2023 ACCOMPLISHMENTS

- Continued participation in our regional anti-gang task force, the Yuba Sutter Anti-Gang Enforcement (YSAGE).
- Continued to work closely with the Sacramento Regional Terrorism Threat Assessment Center through the utilization of our terrorism liaison officers.
- Continued to assign officers, sergeants, and lieutenants to geographic areas (beats) within our City to improve accountability and effectiveness.
- Continued to pursue a zero-tolerance policy for gang activity. Patrol directed anti-gang enforcement details were conducted throughout the year in response to instances of gang activity.
- Continued our partnership with Sutter County Probation and the Yuba City Unified School District to deliver a new program called Digital Citizenship which educates children on gangs, drugs, cyber bullying and other dangers of social media and current technology.
- Continued the utilization of the COMPSTAT process to ensure accountability and responsibility throughout the department.
- Continued our partnership with the Yuba Sutter CHP and other local law enforcement agencies to share information of stolen vehicles and other serious offenses.
- Developed a drone program which has aided officer safety and service during the performance of our duties.
- Continued to provide all sworn officers with a U.S. military-based combat first aid training program. The training allows officers to self-administer first aid for traumatic injuries sustained during rapidly evolving events such as active shooter incidents. The officers are provided with trauma equipment to be carried with them as part of their uniform safety equipment.
- Continued to deploy the Critical Incident Stress Management (CISM) program for the department on an as needed basis. This program uses specially trained employees to aid and support for their peers after traumatic events.
- Continued the deployment and use of surveillance cameras within the City. These cameras provide real-time monitoring and extensive recording capabilities which can be accessed via a smart phone app or internet link. The cameras can be relocated throughout the City as needed.
- Filled the newly funded Homeless Liaison Officer Position to assist in the efforts to curb homelessness.
- Participated in Coffee with a Cop, Neighborhood Watch, National Night Out, hosted a Halloween open house, a Spring Jamboree open house and other community related events.
- Trained department personnel in ICAT (Integrated Communications, Assessment, and Tactics) which is a training guide to respond to volatile situations in which subjects are behaving erratically.

FY 2023 - 2024 INITIATIVES

- To fill all vacant sworn officer positions due to expected retirements. Hiring and training standards will be maintained to ensure professionalism and integrity.

- To prevent and respond to gang-related crime. This will remain a top priority for the patrol division. The Division will continue to work in conjunction with the Yuba Sutter Gang Task Force to deter gang-related crime.
- Continue to work in partnership with local community groups and other government entities to identify and address quality of life issues in our community, including homelessness, as part of our City's Clean and Safe Initiative.
- Continue to participate in Coffee with a Cop, Neighborhood Watch, and National Night Out events and community forums, as well as, other outreach efforts and community contact.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- Maintain a violent crime rate index of less than 30. Current staffing shortages present a challenge in maintaining the current trend in crime rate reductions. We will continue working as a collective force, utilizing all available data and effective planning, toward continued crime rate reductions.
- Utilize all available data and effective planning toward keeping injury collisions below 300 and achieve a traffic index of 25 or more.
- Officers will conduct at least 900 community contacts to include Coffee with a Cop events, community forums, school visits, Neighborhood Watch meetings, Business Crime Reduction meetings, and Self-initiated security checks. This will become increasingly important as new schools, businesses and neighborhood watch teams become part of our local law enforcement jurisdictional area. This process will encourage involving citizens in crime reduction techniques while introducing the officers to members of their community.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1* - Crime Rate Reduction	29.8	29.2	< 30
Measure 2 - Traffic Index	12.0%	17.8%	25.0%
Measure 3 - Community Contacts	>600	<600	900
Measure 4** - Injury Collisions	250	270	< 300

*Measure 1 is the violent crime rate per 1,000 residents. Our ability to meet this performance measure was negatively impacted by a sworn officer staffing shortage and statewide legislative initiatives which significantly reduced the number and duration of prison and jail sentences. This impact will be lessened as officer vacancies on patrol and then specialty assignments throughout the department are filled.

**Measure 4 is included in Measure 2. Traffic Index is a ratio of hazardous citations issued to injury / fatal collisions. Studies conducted by Northwestern University support the existence of a direct relationship to traffic enforcement and the reduction in injury collisions and are generally a measure of the effectiveness of traffic safety in the United States. Our ability to meet this performance measure was impacted by a sworn officer staffing shortage within the patrol and traffic divisions. This impact will be lessened as officer vacancies in these divisions are filled.

Field Operations

100-2130

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$4,575,242	\$4,830,381	\$5,266,202	\$5,236,011
Extra Help	\$53,237	\$38,748	\$53,000	\$53,000
Overtime	\$734,562	\$1,006,134	\$681,724	\$642,608
Total Benefits	\$3,260,720	\$3,424,018	\$3,637,226	\$3,597,751
Total Salaries & Wages:	\$8,623,761	\$9,299,281	\$9,638,152	\$9,529,370
Supplies & Services				
Telephone	\$10,961	\$12,032	\$11,986	\$12,316
Forms & Supplies	\$0	\$2,133	\$0	\$0
Professional Services	\$29,493	\$24,787	\$84,596	\$36,000
Professional Development	\$858	\$7,694	\$14,300	\$14,300
Dues & Subscriptions	\$2,533	\$7,605	\$3,000	\$3,000
Special Equipment - O & M	\$61,285	\$63,230	\$70,000	\$70,000
Vehicle - O & M	\$571,280	\$624,689	\$744,623	\$783,397
Tools, Supplies & Equip.	\$10,834	\$12,873	\$15,000	\$15,000
Training Programs	\$70,884	\$96,830	\$80,000	\$80,000
Uniform Clothing	\$23,310	\$29,994	\$31,517	\$28,000
Insurance	\$136,959	\$211,421	\$290,643	\$303,927
Supplies & Services	\$0	\$1,922	\$11,000	\$11,000
Reimbursable	\$17,951	\$69,389	\$40,000	\$40,000
Technology ISF	\$140,380	\$136,012	\$257,005	\$316,653
Total Supplies & Services:	\$1,076,728	\$1,300,610	\$1,653,670	\$1,713,593
Total Expense Objects:	\$9,700,489	\$10,599,890	\$11,291,822	\$11,242,963

Community Outreach

SERVICE DESCRIPTION

The Community Outreach Unit operates under the philosophy of Community Oriented Policing and Problem Solving (COPPS). The Unit works in partnership with the community and various agencies within the City and County to promote police/community partnerships, proactive problem solving, and to enhance the quality of life for our citizens and visitors to our community. The Community Policing Coordinator oversees the day to day operations of this unit and has collateral oversight responsibility for: the Volunteers in Policing (VIP's) program, the Neighborhood Watch Program, Citizen Rider program, the Citizen's Police Academy program, and the Police Department's social media platforms.

FY 2022 - 2023 ACCOMPLISHMENTS

- Provided ongoing support for 4 Neighborhood Watch groups in person.
- Donated nearly 5,400 hours to the police department in 2022.
- Facilitated two "Coffee with a Cop" events, one "Cones with Cops" event, one "Trick-or-Treat at YCPD" event, and one "YCPD Jamboree" event.
- Advertised, coordinated, and attended 20 neighborhoods during the National Night Out event in August of 2022.
- Continued the Citizen's Observation Program, (C.O.P.), which provides citizens the ability to register their home or business video surveillance system with the department. This provides officers with a potential source of video evidence for crimes committed in the vicinity of participating locations.
- Continued to support and promote on social media the "Text 911" call feature, which allows a person to contact our agency via text if they are not able to make a phone call safely, but still need police assistance.
- Provided 10 presentations to community groups.
- Provided 25 presentations to local schools.
- Expanded exponentially the Police Department's presence on social media through informational and interactive posts.

FY 2023 - 2024 INITIATIVES

- Continuation of the Citizen Police Academy program, conducting two academies each year.
- Continue participation in the Law Enforcement Volunteers of California.
- Advertise, coordinate and plan the National Night Out events for August of 2023. Ensure the Police Department

has an adequate representation of sworn and civilian employees at the different events.

- Organize five combined total of Police Department organized community events.
- Provide at least 10 presentations to community groups.
- Develop a community reference guide that will help bring awareness to police reporting guidelines, C.P.T.E.D. (Crime Prevention Through Environmental Design), V.O.I.C.E. Program, A.R.C. Program, and other community resources the Police Department offers.
- Expand the V.O.I.C.E. (Volunteer Outreach Independent and Elderly) Program to assist the elderly who live independently, but have limited family support.
- Expand the Police Department's A.R.C. (At-Risk Citizen) Program to assist first-responders and the community in locating at-risk missing persons.
- Increase social media presence for the Yuba City Police Department.
- Staff at least 15 educational / outreach booths at local fairs and events.
- Provide at least 25 school presentations.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Schedule and conduct two Citizen Police Academies.
2. Schedule and conduct two Business Police Academies.
3. Increase the number of VIPs, Volunteers in Policing.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Conduct 2 Citizen Academics	2	2	2
Measure 2 - Conduct 2 Business Police Academics	N/A	1	2
Measure 3 - Number of Volunteers	35	22	25

Community Outreach

100-2150

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$62,244	\$70,173	\$67,772	\$68,714
Extra Help	\$2,246	\$10,528	\$0	\$0
Overtime	\$7,116	\$5,234	\$12,700	\$12,700
Total Benefits	\$50,707	\$43,340	\$28,955	\$44,071
Total Salaries & Wages:	\$122,314	\$129,275	\$109,427	\$125,485
Supplies & Services				
Advertising	\$867	\$1,522	\$1,500	\$1,500
Forms & Supplies	\$430	\$1,917	\$2,000	\$2,000
Printing & Binding	\$51	\$1,098	\$2,000	\$2,000
Professional Services	\$505	\$426	\$632	\$0
Professional Development	\$0	\$632	\$400	\$400
Dues & Subscriptions	\$305	\$150	\$100	\$100
Vehicle - O & M	\$789	\$1,065	\$2,100	\$904
Training Programs	\$784	\$735	\$750	\$750
Insurance	\$1,958	\$3,024	\$3,981	\$3,985
Supplies & Services	\$1,443	\$2,033	\$4,000	\$4,000
Total Supplies & Services:	\$7,134	\$12,601	\$17,463	\$15,639
Total Expense Objects:	\$129,448	\$141,876	\$126,890	\$141,124

Information Resources

SERVICE DESCRIPTION

The Information Resources Unit was created in 2012. This unit is responsible for the dissemination of information within the Agency. Furthermore, it complies with mandatory reporting requirements and performs additional duties within the Investigations Division.

FY 2022-2023 ACCOMPLISHMENTS

- Audited and closed calendar year 2022 UCR data.
- Worked with Records Unit to find, research, and implement solutions to correct system errors in relation to Federal data collection standards (NIBRS), and continued training department personnel on data entry requirements.
- Provided administration with monthly statistical data relating to calls for service and reports taken.
- Proved instrumental in working on crime scenes for the collection and processing of evidence.
- Provided supplemental training to staff specific to data entry and use of the Spillman RMS system.

FY 2023 – 2024 INITIATIVES

- Provide support to the Agency's Community Service Officers.
- Ensure the Department's statistical data is reported in an accurate and timely fashion to the Federal Bureau of Investigation (FBI) as it relates to the National Incident Based Reporting System (NIBRS.)
- Provide redundancy and back-up services to the Department's Field Services Technician (Evidence).
- Monitor ongoing criminal trends and disseminate intelligence as appropriate.
- Lead team of department members in evaluating CAD/RMS system overhaul and future replacement.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Coordinate and facilitate the reporting of crime data to the FBI through the NIBRS system.
2. Ensure that all NIBRS reports are completed and distributed in a timely manner.
3. Provide bi-weekly (or as criminal trends dictate) intelligence briefings to the Police Department.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - FBI/UCR Reports	100%	100%	100%
Measure 2 - NIBRS	N/A	90%	98%
Measure 3 - Intelligence Briefings	26	26	26

Information Resources

100-2140

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$69,359	\$78,677	\$82,752	\$81,865
Overtime	\$0	\$3,199	\$3,150	\$3,150
Total Benefits	\$55,025	\$55,587	\$50,973	\$48,149
Total Salaries & Wages:	\$124,384	\$137,462	\$136,875	\$133,164
Supplies & Services				
Forms & Supplies	\$180	\$968	\$1,000	\$1,000
Professional Services	\$0	\$0	\$632	\$0
Professional Development	\$0	\$310	\$1,000	\$1,000
Dues & Subscriptions	\$159	\$159	\$150	\$150
Training Programs	\$1,787	\$2,225	\$2,000	\$2,000
Insurance	\$1,893	\$2,922	\$4,201	\$4,756
Supplies & Services	\$3,467	\$249	\$2,800	\$2,800
Total Supplies & Services:	\$7,486	\$6,833	\$11,783	\$11,706
Total Expense Objects:	\$131,870	\$144,295	\$148,658	\$144,870

Crime Analysis and Intelligence

100-2160

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$1,803	\$4,828	\$0	\$65,453
Extra Help	\$17,183	\$19,798	\$15,258	\$15,258
Overtime	\$0	\$29	\$900	\$900
Total Benefits	\$348	\$1,663	\$269	\$28,287
Total Salaries & Wages:	\$19,334	\$26,318	\$16,427	\$109,898
Supplies & Services				
Telephone	\$667	\$738	\$738	\$1,231
Forms & Supplies	\$562	\$1,508	\$1,100	\$1,100
Professional Services	\$364	\$250	\$0	\$0
Professional Development	\$0	\$267	\$500	\$500
Dues & Subscriptions	\$0	-\$16	\$100	\$100
Equipment Operation & Mtnce	\$0	\$79	\$1,950	\$1,950
Insurance	\$421	\$650	\$859	\$3,834
Technology ISF	\$4,898	\$4,813	\$5,956	\$10,603
Total Supplies & Services:	\$6,912	\$8,290	\$11,203	\$19,318
Total Expense Objects:	\$26,246	\$34,608	\$27,630	\$129,216

Communications

SERVICE DESCRIPTION

The Police Communications Unit serves as the Department's centralized public safety answering point (PSAP). It coordinates law enforcement, fire, medical responses and emergency medical dispatching within the City. The Communications Unit always strives to provide our community with the highest possible level of service in a timely and courteous manner. Coordination of emergency services through our center helps save lives, reduce injury and safeguard property through a commitment to professionalism, experience, knowledge and training.

FY 2022 - 2023 ACCOMPLISHMENTS

- Answered 201,859 telephone calls, 90 Text2911 calls, 35,077 911 calls, and dispatched 48,173 calls for service between Police and Fire Departments.
- Hosted Police Dept. sit-a-longs for new officers and potential dispatchers.
- Dispatchers attended required POST update and professional development training, which included Dispatcher health and wellness, Peer Support & CSISM, Wildfire Smoke Awareness, Cultural Diversity, Leadership & Accountability, Blood borne Pathogens Safety, Crisis Negotiations for Dispatchers, Court Room Testimony, Emotional Intelligence, and CPR re-certifications.
- Hired 4 Public Safety Dispatchers.
- Provided Dispatch presentations at the Police Department Citizen Academies.
- Obtained Power DMS CTO software.
- Obtained RapidDeploy over the top 911 application.
- Continue EMD Quality Assurance Committee.
- Continue to build relationships with Fire Dept. through joint training.
- Fill vacant dispatch position(s).
- Complete training for new dispatch trainees.
- Achieve trained staffing sufficient for a swing-shift to accommodate peak hours, patrol overlap and special events.
- Transition radio transmission encryption policy and procedure meeting DOJ requirements.

FY 2023 - 2024 INITIATIVES

- Continue EMD Quality Assurance Committee.
- Continue to build relationship with Fire Dept. through joint trainings.
- Fill vacant dispatch position(s).
- Complete training for new dispatch trainees.
- Achieve trained staffing sufficient for a swing-shift to accommodate peak hours, patrol overlap and special events.
- Transition radio transmission encryption policy and procedure meeting DOJ requirements.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Complete mandated training and seek new training for current dispatchers.
2. Bring staffing up to allotted budgeted positions of 15.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Continuous Training	100%	100%	100%
Measure 2 - Staffing and Training	50%	50%	100%

Communications

100-2170

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$679,555	\$752,969	\$1,086,724	\$1,079,769
Extra Help	\$0	\$0	\$5,800	\$5,800
Overtime	\$216,859	\$288,061	\$73,136	\$74,533
Total Benefits	\$499,810	\$523,201	\$640,714	\$572,111
Total Salaries & Wages:	\$1,396,224	\$1,564,231	\$1,806,374	\$1,732,213
Supplies & Services				
Telephone	\$2,791	\$2,410	\$3,044	\$2,431
Forms & Supplies	\$1,445	\$1,637	\$3,500	\$3,500
Professional Services	\$0	\$3	\$9,474	\$0
Professional Development	\$0	\$3,571	\$7,500	\$7,500
Dues & Subscriptions	\$419	\$346	\$1,250	\$1,250
Equipment Operation & Mtnce	\$6,674	\$12,916	\$28,550	\$28,550
Special Equipment - O & M	\$880	\$4,238	\$2,000	\$2,000
Tools, Supplies & Equip.	\$63	\$194	\$9,000	\$9,000
Training Programs	\$3,169	\$5,577	\$6,055	\$6,055
Insurance	\$22,231	\$30,844	\$46,580	\$41,060
Technology ISF	\$12,244	\$10,989	\$9,890	\$11,559
Total Supplies & Services:	\$49,915	\$72,724	\$126,843	\$112,905
Total Expense Objects:	\$1,446,139	\$1,636,956	\$1,933,217	\$1,845,118

Fire Department

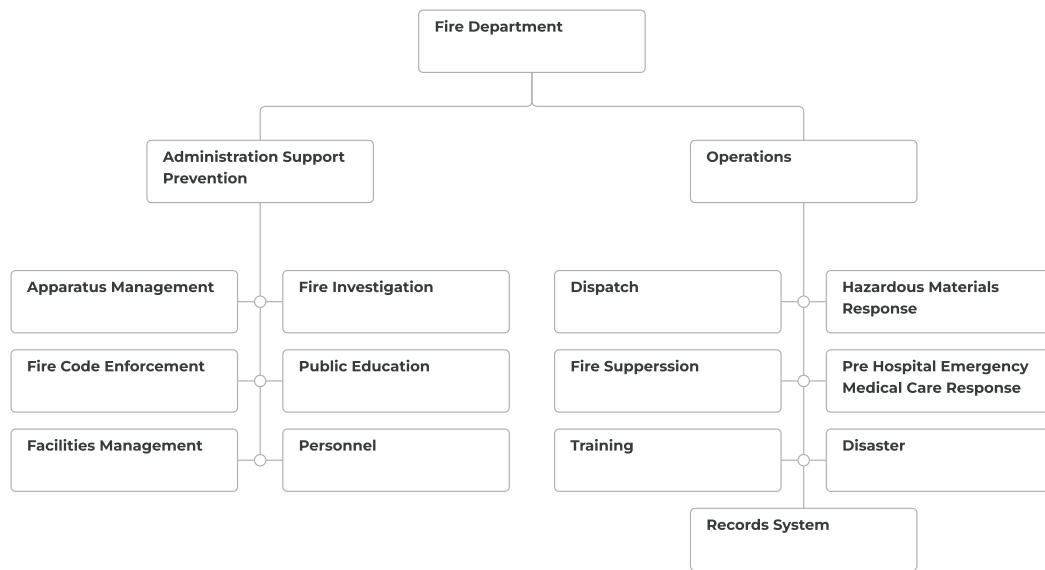


Jesse Alexander
Chief of Fire

MISSION STATEMENT

To protect life, property, and the environment through the delivery of innovative and efficient quality emergency management services in our community.

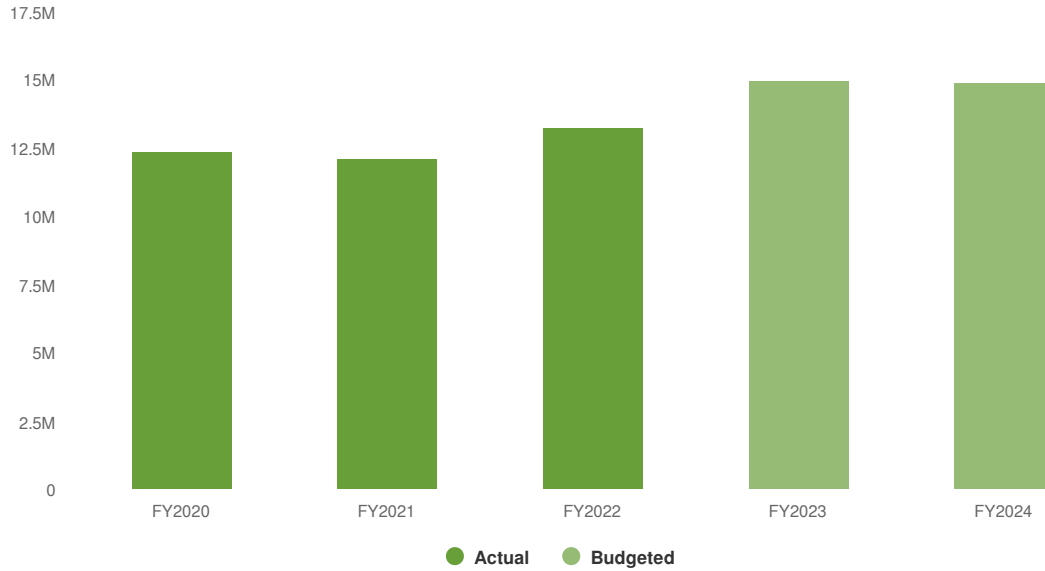
Organizational Chart



Budget Summary - Fire

\$14,925,260 **-\$63,266**
(-0.42% vs. prior year)

Fire Department Proposed and Historical Budget vs. Actual



Fire Department

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$10,526,630	\$11,367,274	\$12,584,712	\$12,730,424
Supplies & Services	\$1,511,178	\$1,922,600	\$2,393,237	\$2,194,836
Capital Acquisitions	\$73,880	\$0	\$10,577	\$0
Total General Fund:	\$12,111,688	\$13,289,874	\$14,988,526	\$14,925,260

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Administration			
Fire Chief	1	1	1
Division Chief	2	2	2
Fire Marshal	1	1	1
Administrative Analyst I/II/III	1	1	1
Fire Safety Inspector I/II	1	2	2
Administrative Assistant	1	1	1
<i>Subtotal</i>	7.0	8.0	8.0
Operations			
Battalion Chief	3	3	3
Fire Captain	15	15	15
Recruit, Firefighter I/II, Fire Apparatus Operator	39	33	33
<i>Subtotal</i>	57.00	48.00	48.00
Grand Total	54.00	59.00	59.00

Fire Administration

SERVICE DESCRIPTION

The Fire Administration & support division manages the financial, personnel, facilities, apparatus, fire code enforcement, public education, and fire investigation activities of the department and coordinates the City's emergency preparedness efforts.

STRATEGIC ISSUES

1. Through Fire Department Leadership Training, continue to build upon our Fire Department vision of "Embracing a lifestyle of passion, integrity, and honor. Through Selfless Customer Service, investing in our employees and investing in our Infrastructure".
2. Local, State, and Federal requirements involving staffing, deployment, and personnel issues have and will continue to impact our ability to provide essential services. As a result, staffing levels and organizational structure, training, and retaining quality employees will be a top priority.
3. Our community is accustomed to receiving high-quality fire and life safety services. However, these services do come with a cost. Therefore, cost recovery, where appropriate, and revenue generation on a fee-for-service basis will be a priority for the Fire Department.
4. Fire prevention efforts are well documented as more cost-effective than fire suppression efforts. Therefore, working with builders and developers to implement the requirements for built-in fire protection systems in business and residential development will be a priority in Yuba City.
5. Cooperating with neighboring fire and life safety service providers is in the best interests of our community. Therefore, the Fire Department will continue evaluating and pursuing cooperative service agreements when possible.
6. To be better prepared for a major emergency or disaster, the Fire Department will continue to develop Emergency Operations Plans, Training, and Testing of the City's Emergency Operations Center (EOC) and the Fire Department's Operation Center (DOC)

FY 2022 - 2023 ACCOMPLISHMENTS

- Developed a Yuba City Emergency Operations Plan (EOP).
- In conjunction with Human Resources, conducted promotional processes for Fire Captains and held recruitments for Fire Inspectors and Firefighters.
- Hired, trained, and assigned 4 firefighter personnel and 2 Fire Inspectors.
- Received Assistance to Firefighters Grant for \$35,360 to replace fire nozzles.
- Received Homeland Security Grant for \$32,146 to purchase Active Shooter Equipment (ASHER).

- Received Staffing for Adequate Fire and Emergency Response Grant for \$1,199,700.00 to hire 3 additional Firefighters for the Ladder Truck.
- Completed a Fire Station 1 kitchen remodel.
- We have extended the contract for HazMat training with Cal OES to fund Yuba City Fire and Yuba-Sutter HazMat Response Teams.
- Provided fire safety inspections for 630 businesses in Yuba City and corrected 663 violations.
- Implement a new Records Management Software.
- Continue to develop the training platform of Target Solutions to meet minimum ISO and NFPA training standards.
- Conducted an Emergency Preparedness Open House.
- Implemented Zonehaven, to assist with evacuations.
- Started construction of Fire Station #2 remodel for kitchen remodel.
- We tested our emergency notification system for disaster preparedness within the City.
- Successful CodeRed test for personnel assigned to the Emergency Operations Center.
- Implementation of the Stop-the-Bleed Program for the City.
- In conjunction with Human Resources, completed Phase 1 of a Firefighter Wellness study.
- Conducted EOC Facility guided drill.
- Updated fee schedule for Fire, Life & Safety Inspections.
- Developed and implemented a comprehensive Incident Action Plan (IAP), Operational Briefing, and Tabletop exercise for the Sikh Parade.
- Conducted Intermediate ICS for Expanding Incidents for EOC Command and General Staff.

FY 2023 - 2024 INITIATIVES

- Establish a multi-faceted public education program to meet the needs of all ages of citizens in the community.
- Provide disaster preparedness training and exercises for all City employees.
- Research and apply for State, Federal, and private grant programs to assist in funding Fire Department operations.
- Develop a risk-reduction model for the community where we analyze the specific risks to the community and establish mechanisms to reduce that risk.
- Finalize construction/remodel of Fire Station 2.
- Establish Unified Response to Violent Incidents protocols and conduct active shooter training.
- Develop standardized procedures for Fire Investigations.
- Conduct an EOC Tabletop Exercise
- Complete a primary on State Mandated Inspections during 2023-2024, including apartments, hotels, motels, and schools (public, private, and commercial daycare).

Fire Administration

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Complete Fire Department Plan Checks within ten working days of receipt, with a target of completing 100 plan checks within ten working days during 2023-2024.
2. Complete a minimum of 1,500 fire code business inspections (self and onsite inspections) during 2023-2024.
3. Deliver a minimum of 25 Fire Station Tours during 2023-2024.
4. Deliver a minimum of 35 Engine Company visits during 2023-2024.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1 - Completed Fire Plan Checks	211	171	100
Measure 2 - Fire Code Inspections	1,771	886	1,500
Measure 3 - Fire Station Tours	0	6	25
Measure 4 - Engine Company Visits	14	41	35

Fire Administration

100-2305

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$581,497	\$680,682	\$962,684	\$1,002,907
Extra Help	\$5,376	\$1,593	\$13,500	\$13,500
Overtime	\$15,171	\$18,157	\$5,000	\$5,000
Total Benefits	\$429,854	\$476,243	\$696,354	\$675,539
Total Salaries & Wages:	\$1,031,898	\$1,176,676	\$1,677,538	\$1,696,946
Supplies & Services				
Telephone	\$1,893	\$2,027	\$1,844	\$1,847
Postage & Freight	\$1,610	\$1,225	\$1,500	\$1,500
Forms & Supplies	\$1,106	\$11	\$0	\$0
Printing & Binding	\$543	\$1,078	\$1,000	\$1,000
Professional Services	\$31,238	\$32,277	\$64,479	\$45,475
Professional Development	\$0	\$2,844	\$15,600	\$15,600
Vehicle - O & M	\$6,745	\$9,514	\$9,278	\$8,718
Buildings & Facility - O & M	\$22	\$0	\$500	\$500
Training Programs	\$1,900	\$302	\$9,000	\$9,000
Insurance	\$17,945	\$27,239	\$41,590	\$58,169
Technology ISF	\$13,026	\$12,032	\$15,149	\$15,904
Total Supplies & Services:	\$76,028	\$88,548	\$159,940	\$157,713
Total Expense Objects:	\$1,107,926	\$1,265,224	\$1,837,478	\$1,854,659

Fire Operations

SERVICE DESCRIPTION

The Fire Operations Division is responsible for delivering all emergency response services, including pre-hospital emergency medical, fire suppression, hazardous materials, technical rescue, and water rescue. The Fire Operations Division is also responsible for delivering all Federal, State, and locally mandated training to support the services provided. Additionally, fire Operations coordinate with the Police Department and Information Technology regarding the Computer Aided Dispatch System and Records Management Systems.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Pre-Hospital Responses	74%	74%	90%
Measure 2 - Structural Fire Response	79%	77%	90%

FY 2022 - 2023 ACCOMPLISHMENTS

- Hosted a PEER Support Training to identify and assist firefighters struggling with mental health issues.
- Hosted a Driver Operator 1A and 1B course.
- Developed a comprehensive Incident Action Plan (IAP) for the Sikh Parade.
- Conducted an in-house Firefighter Academy.
- Implemented Lexipol by developing new policies and procedures for YCFD.
- Expanded our Social Media Outreach Program to identify better the community's needs, including resources during the COVID-19 pandemic.
- Responded to nine Mutual Aid Deployments for large wildland fires throughout the State of California.
- Completed a total of 14,980 hours of ISO training.
- Drafted and implemented Stand Operating Guidelines for structure fires.

FY 2023 - 2024 INITIATIVES

- Provide required specialized training to all "Specialized Emergency Response Team" personnel to maintain and enhance their skills.
- Implement a Ladder Truck Response Model.
- Emphasize a risk-reduction model for the City to analyze the risks to the community and establish mechanisms to reduce that risk.
- Implement a Community Risk Reduction campaign.
- Increase the number of CPR instructors in the department to facilitate CPR training within the City.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. For pre-hospital emergency medical service calls, the first unit shall arrive within five minutes from Fire Department notification, 90% of the time.
2. The first unit shall arrive within five minutes from Fire Department notification for moderate risk structure fires, 90% of the time. The remaining units, including the Incident Commander, shall arrive within ten minutes of total reflex time, 90% of the time.

Fire Operations

100-2310

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$3,745,400	\$4,239,338	\$5,346,616	\$5,636,692
Overtime	\$1,987,654	\$2,233,870	\$1,809,238	\$1,186,833
Total Benefits	\$2,997,504	\$3,238,502	\$3,351,420	\$3,868,457
Total Salaries & Wages:	\$8,730,558	\$9,711,710	\$10,507,274	\$10,691,982
Supplies & Services				
Heat & Power	\$84,760	\$103,327	\$82,377	\$99,311
Telephone	\$41,980	\$42,893	\$49,285	\$54,086
Forms & Supplies	\$13,353	\$11,174	\$17,400	\$17,200
Professional Services	\$34,494	\$44,573	\$69,505	\$69,450
Professional Development	\$0	\$0	\$7,000	\$7,000
Dues & Subscriptions	\$2,224	\$27,556	\$30,100	\$30,100
Equipment Operation & Mtnc	\$9,016	\$2,427	\$15,856	\$21,600
Special Equipment - O & M	\$28,547	\$38,756	\$48,305	\$39,454
Vehicle - O & M	\$780,330	\$925,849	\$1,045,102	\$878,247
Buildings & Facility - O & M	\$78,562	\$113,057	\$111,850	\$113,850
Tools, Supplies & Equip.	\$12,569	\$18,686	\$28,974	\$23,100
Training Programs	\$48,311	\$96,530	\$171,209	\$150,899
Water Purchases	\$33,654	\$33,194	\$34,275	\$36,582
Uniform Clothing	\$37,452	\$42,229	\$91,981	\$60,342
Insurance	\$139,787	\$222,013	\$298,194	\$333,286
Reimbursable	\$0	\$727	\$0	\$0
Debt Service	\$15,966	\$16,670	\$17,403	\$18,167
Technology ISF	\$69,054	\$62,096	\$79,121	\$84,449
Total Supplies & Services:	\$1,430,059	\$1,801,757	\$2,197,937	\$2,037,123
Total Expense Objects:	\$10,160,617	\$11,513,467	\$12,705,211	\$12,729,105

Safer Grant

100-2312

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$440,814	\$296,640	\$399,900	\$203,737
Overtime	\$17,579	\$10,401	\$0	\$7,640
Total Benefits	\$305,781	\$171,785	\$0	\$130,119
Total Salaries & Wages:	\$764,173	\$478,826	\$399,900	\$341,496
Total Expense Objects:	\$764,173	\$478,826	\$399,900	\$341,496



Public Works

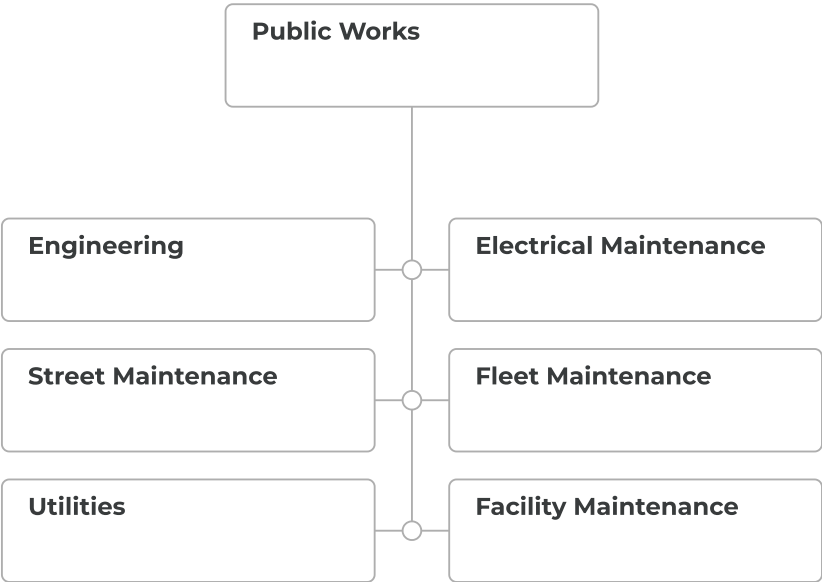


Benjamin Moody
Public Works and Development Services Director

MISSION STATEMENT

Provide essential public works and utilities services to the citizens of Yuba City in the safest, most responsive, and efficient means possible.

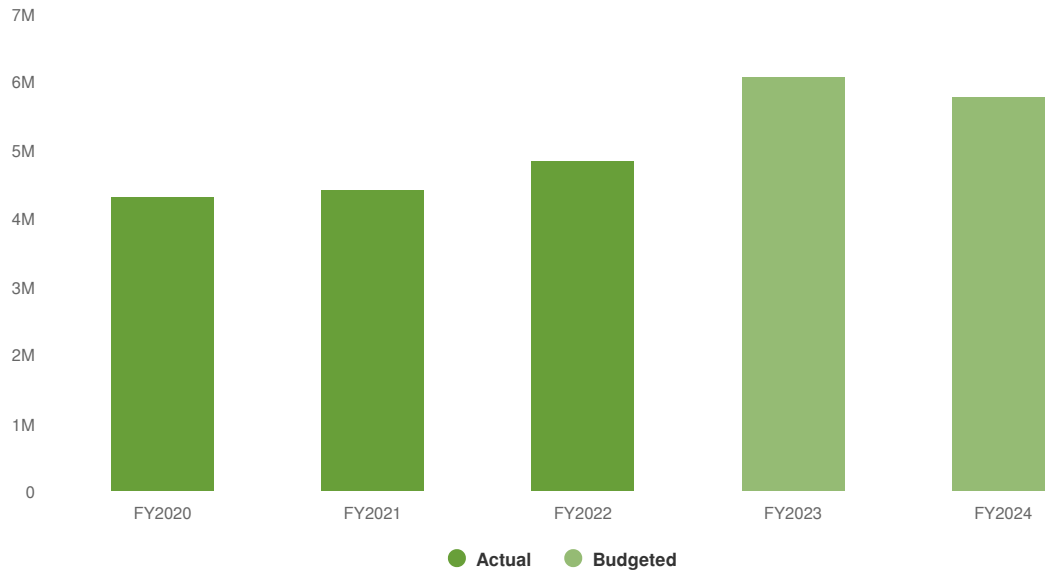
Organizational Chart



Expenditures Summary

\$5,795,825 **-\$283,116**
(-4.66% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual



Public Works

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted	Change From 2022-23 to 2023-24	% Change
General Fund						
Salaries & Wages	\$2,655,805	\$2,928,579	\$3,918,594	\$3,714,524	-\$204,070	-5.2%
Supplies & Services	\$1,727,182	\$1,902,871	\$2,160,348	\$2,075,968	-\$84,379	-3.9%
Capital Acquisitions	\$42,003	\$15,430	\$0	\$5,333	\$5,333	N/A
Total General Fund:	\$4,424,990	\$4,846,880	\$6,078,942	\$5,795,825	-\$283,116	-4.7%

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Administration			
Public Works & DS Director	0.25	0.25	0.25
Administrative Assistant	0.5	0.5	1
<i>Subtotal</i>	0.75	0.75	1.25
Engineering			
Deputy PW Director - Engineering	2	2	2
Senior/Assistant/Associate Civil Engineer	4	4	4
Senior Construction Inspector	1	1	1
Construction Inspector	1	1	1
Engineering Technician I/II	1	1	1
Engineering Technician III	1	1	1
Project Manger	1	1	1
<i>Subtotal</i>	11.0	11.0	11.0
Street Maintenance			
Deputy PW Director - Maintenance	0.34	0.34	0.34
Street Maintenance Supervisor	1	1	1
Maintenance Worker III	3	3	3
Maintenance Worker I/II	5	7	7
Administrative Clerk III	0	0.20	0.20
<i>Subtotal</i>	9.34	11.54	11.54
Electrical Maintenance			
Deputy PW Director - Maintenance	0.08	0.08	0.08
Electrical / Instrumentation Supervisor	0.10	0.10	0.10
Electrical Technician I/II/III	0.60	0.60	0.60
<i>Subtotal</i>	0.78	0.78	0.78
Fleet Maintenance (Vehicle Maintenance Fund- ISF)			
Fleet Maintenance Supervisor	1	1	1
Lead Mechanic	1	1	1
Mechanic I	2	2	2
Administrative Clerk III	0	0.15	0.15
<i>Subtotal</i>	4.0	4.15	4.15
Facilities Maintenance			
Facilities Maintenance Supervisor	1	1	1
Building Maintenance Worker I/II	2	2	2
Custodian I/II	4	4	4
Administrative Clerk III	0	0.15	0.15
<i>Subtotal</i>	7	7.15	7.15
Grand Total	32.87	35.37	36.37

Public Works Administration

SERVICE DESCRIPTION

The Public Works Department provides engineering, construction, operation, and maintenance services to the City's infrastructure systems. This includes streets, water, sewer, and storm drainage systems. The Department also provides internal services such as fleet and facilities maintenance.

STRATEGIC ISSUES

1. Improve traffic circulation throughout the City.
2. Provide cost effective ways to expand the infrastructure to serve development and planned growth areas.
3. Continue to update, enhance, and expand those City facilities and services that provide quality of life.
4. Continue to conduct preventative maintenance, rehabilitate, and reconstruct the City's existing infrastructure to extend the useful life.
5. Improve the levee system protecting the City to ensure a minimum 100-year flood certification by FEMA.
6. Modify utilities operations to meet increasingly stringent regulations that require increased process control monitoring, analysis of water at lower chemical detection limits, and increased operator training.
7. Continue the essential training of staff in order to meet new and changing regulations, increase efficiency, and professional development.

FY 2022 – 2023 ACCOMPLISHMENTS

- **Facilities Maintenance:** Provided sanitary supplies for all city facilities. Performed extra sanitary precautionary cleaning due to the COVID-19 pandemic. Gathered a large inventory of sanitary cleaning supplies such as sanitary wipes, Lysol, thermometers, etc.
- **Engineering:** Completed the design, advertised for bids, and initiated construction on the Bridge Street Widening Project. Completed the construction of the Harter Tanks Painting Improvements project, rehabilitation of the main sewer trunk line leading to the Wastewater Treatment Facility, and completed the installation of the cellular water meter replacement project. Applied for and received \$6.3M in grant funding to construct an aquifer storage recovery well at the Water Treatment Plant and completed 90% design for the new outfall diffuser for the Wastewater Treatment Facility.
- **Street Maintenance:** Coordinated the purchase of a Global M4 Mechanical Street Sweeper. Helped coordinate the implementation of a municipal code update for the ongoing maintenance/repair of sidewalks throughout the City, and implemented a 10-year sidewalk inspection program to help minimize hazards and reduce liability to the City.

- **Electrical Maintenance:** Completed the installation of flashing beacon installation project at pedestrian mid-block crossings near all area schools to promote and support safe pedestrian travel. Maintained a response rate of under three working days to repair streetlights.
- **Fleet Maintenance:** Continued to provide service to City vehicles and equipment with a high level of expertise and efficiency, supporting essential services throughout the organization.
- **Water Distribution:** Helped coordinate the completion of the City-wide Cellular Water Meter Replacement project. Completed a City-wide flush of the distribution system, responded to over 3,500 Underground Service Alert requests, and repaired 4 water main breaks and 35 water service leaks.
- **Water Treatment Plant:** Prepared an updated Urban Water Management Plan and provided 4.6 billion gallons of water to customers.
- **Wastewater Collection:** Worked collaboratively with Pretreatment to reduce fats, oils, and grease in the collection system, hydro-washed and mechanically cleaned 80 miles of sewer main, and visually inspected 26 miles of sewer main.
- **Wastewater Treatment Facility:** Processed and treated an average flow of 6.11 million gallons per day (MGD) and removed approximately 1,022 dry tons of biosolids. Provided high quality service to our customers and residents through the efficient processing and treatment of effluent to exceed environmental and regulatory standards for our community.
- **Laboratory:** Accomplished 98% accuracy rating on laboratory ELAP certification performance evaluation samples, and assisted the WWTF operations to provide ongoing data to make critical decisions.
- **Environmental Compliance and Pretreatment:** The City established an Environmental Compliance Division of employees to be a centralized division to coordinate and meet regulatory requirements necessary for the City's operations.

FY 2023 - 2024 INITIATIVES

- **Facilities Maintenance:** Conduct a City-wide facility inspection to prioritize and plan for short- and long-term maintenance and improvements.
- **Engineering:** Design and construct priority Capital Improvement Program and maintenance construction projects, including the Bridge Street Widening Project and Harter Park and Bike Path Extension.
- **Street Maintenance:** Proactively inventory and prioritize sidewalk, striping, pothole, service trench, and storm drain infrastructure repairs.

Public Works Administration

- Electrical Maintenance: Coordinate to update City traffic signal equipment, signage, and lighting with grant awarded HSIP funding and continue to work to provide safe and efficient travel for pedestrians and motorists through timely maintenance of traffic signals and streetlight facilities.
- Fleet Maintenance: Provide service to City vehicles of all shapes and sizes with a high level of expertise and efficiency, supporting essential City services throughout the organization.
- Water Distribution: Continuously maintain and improve the water distribution system by identifying opportunities for innovative solutions to water loss, water quality, and customer needs.
- Water Treatment Plant: Provide high-quality, dependable water service to City customers, whether in abundance or drought conditions.
- Wastewater Collection: Survey, and keep in superb condition, the sewer lines throughout the City via a variety of creative means, from CCTV monitoring to chemical root control to I&I identification and reduction.
- Wastewater Treatment Facility: Prepare for the future of wastewater with optimal daily actions and facility improvements, big and small. Work to finalize the necessary project permits and apply for potential funding sources for the new Outfall Diffuser project.
- Laboratory: Implement new procedures to review and update the quality-control limits and specifications currently in LABWORKS. Support current and incoming staff in order to maintain a high level of accuracy and production with training and new equipment to meet and exceed industry requirements.
- Environmental Compliance and Pretreatment: Coordinate with Local, State, and Federal agencies to meet the City's regulatory needs with a mindset to identify opportunities for innovative solutions to better serve our community. Provide Pretreatment processes to pro-actively monitor existing and proposed wastewater collection systems to continue to improve the efficiency of the wastewater collection and treatment systems.

Public Works Administration

100-1905

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$31,172	\$92,802	\$83,165	\$107,889
Total Benefits	\$46,893	\$69,760	\$55,106	\$44,394
Total Salaries & Wages:	\$78,065	\$162,561	\$138,271	\$152,283
Supplies & Services				
Telephone	\$225	\$112	\$950	\$950
Postage & Freight	\$15	\$249	\$31	\$31
Forms & Supplies	\$270	\$2,107	\$1,375	\$1,375
Printing & Binding	\$0	\$0	\$35	\$35
Professional Services	\$37,650	\$37,724	\$37,474	\$43,000
Professional Development	\$0	\$354	\$3,000	\$3,000
Dues & Subscriptions	\$710	\$946	\$700	\$700
Vehicle - O & M	\$1,158	\$1,777	\$626	\$1,413
Tools, Supplies & Equip.	\$0	\$0	\$300	\$300
Water Purchases	\$80	\$83	\$89	\$93
Insurance	\$3,031	\$4,139	\$4,050	\$6,271
Total Supplies & Services:	\$43,139	\$47,491	\$48,630	\$57,168
Total Expense Objects:	\$121,205	\$210,052	\$186,901	\$209,451

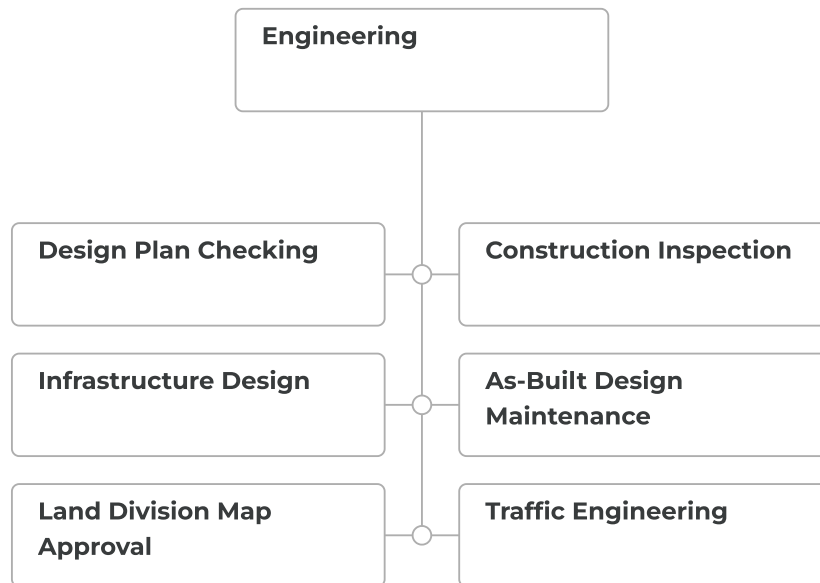
Engineering

SERVICE DESCRIPTION

The Engineering Division includes both Inspection and Design. The Inspection team provides construction management and inspection services on private development projects, right-of-way encroachment projects, and Capital Improvement Program projects. The team provides engineering and public facility design, plan review, administration, permitting, and construction of public works and development projects, including infrastructure, Capital Improvement Program projects, and replacement projects.

Additionally, the Engineering Division provides services to the public regarding traffic issues and general engineering-related questions.

Organizational Chart



Engineering

FY 2022 – 2023 ACCOMPLISHMENTS

- **Bridge Street Widening** – Completed construction of sewer, storm, and water pipelines, temporary traffic signals, and concrete block wall, and initiated construction of Stage 1 roadway improvements, from Gray Avenue to Cooper Avenue.
- **Bridge Street Underground Utility District** – Performed extensive potholing in conjunction with the Bridge Street Widening Project and continued coordination with PG&E on design of Phase 1 from Gray Avenue to Cooper Avenue.
- **Harter Tanks Painting Improvements** – Coordinated and completed the one-year warranty inspection and related repairs for the Harter Tanks Painting Improvements project.
- **Barry Elementary School Water Connection** – Completed service agreement with YCUSD. Continued coordination with State on final funding agreement. Obtained authorization from the State to advertise the project for bids.
- **Second Groundwater Well at Water Treatment Plant** – Completed the final design of both the below-ground and above-ground phases of a second groundwater well at the Water Treatment Plant. Completed construction of the below-ground phase and awarded a construction contract for the above-ground phase.
- **Aquifer Storage Recovery Well** – Issued a request for proposals and awarded a design contract for an aquifer storage recovery well at the Water Treatment Plant.
- **Wastewater Treatment Facility Improvements** – Continued coordination with suppliers to facilitate delivery of the variable frequency drives required to complete the \$20 million project. Delivery anticipated in 2023 and installation in early 2024.
- **Wastewater Outfall Diffuser Project** – Completed 100% design, successfully acquired easements from 2 of 4 required properties, continued responding to requests for information from permitting agencies, submitted an SRF Loan application to the SWRCB and continued researching funding opportunities for the estimated \$35 to \$40 million new outfall diffuser project for the Wastewater Treatment Facility.
- **State Route 20 Corridor Improvements** – Completed conceptual design of sidewalk and parkway improvements on State Route 20 between Stafford Way and Clark Avenue.
- **Walton Avenue Improvements** – Issued a request for proposals and awarded a design contract for corridor improvements to Walton Avenue from Hazel Street to signalized intersection at Sam's Club.
- **Didar S. Bains Park** - Coordinated design, bidding, contract procurement, and construction management of the City's newest community park, Didar S. Bains Park, located south of Butte House Road, north of State Route

20, and west of Harter Parkway.

- **Sutter Bike Path Gap Closure** - Worked towards the completion of plans, specifications, and estimates for a project which will extend the Sutter Bike Path easterly, from Jefferson Road to Harter Parkway, while also constructing a ten-foot-wide shared use sidewalk along the west side of Harter Parkway.
- **Abandoned Railroad Corridor Study** – Completed the study for feasibility of potentially converting the abandoned Union Pacific Railroad corridor to a bicycle/pedestrian facility.
- **Harter-Bridge Sewer Extension** – Completed final design and continued with easement acquisition for a new sewer to be constructed in the extension of Harter Parkway and Bridge Street to relieve existing capacity issues and provide for continued future development.
- **Wastewater Lift Station 2 Rehabilitation** – Completed the design and issued an advertisement for construction bids to rehabilitate Lift Station 2 on the wastewater collection system.
- **Anneka Lane Sewer Replacement** – Completed the design and issued an advertisement for construction bids to replace the sewer main in Anneka Lane.
- **Wastewater Treatment Facility Point 3 Discharge Project** – Completed the design and construction of a new temporary discharge to the Feather River mandated by the Regional Water Quality Control Board.
- **Richland Waterline Project** – Completed the design and issued an advertisement for construction bids to replace a backlot water distribution main and services in the Richland Road/Camino Cortez area.
- **Prop 1 IRWM Grant** – Continued design of a trash capture device in the Gilsizer Slough at Lincoln Road and improvements to the North Gilsizer Basin located at the Corporation Yard.
- **Development Engineering** – Performed numerous plan checks and inspections for residential and commercial development projects, including Dunn Ranch Subdivision, Domain 3 Subdivision, Henson Ranch Subdivision, Harter Marketplace, Harter South Subdivision, Harter North Subdivision, and Yuba Crossings. Met with and provided information to several developers interested in potential project.
- Completed audit of the City's Community Rating System under the National Flood Insurance Program maintaining a Class 6 certification in the program that provides a discount on flood insurance policies within the City.
- Continued implementation of and compliance with the City's Phase II MS4 NPDES permit.

FY 2023 – 2024 INITIATIVES

- **Bridge Street Widening** – Complete construction and contract closeout for the widening of Bridge Street between Gray Avenue and Cooper Avenue.

Engineering

- **Bridge Street Underground Utility District** – Continue coordinating with PG&E to determine the feasibility of Phase 1 from Gray Avenue to Cooper Avenue and reallocated funding, if needed.
- **Water Treatment Plant SCADA/Electrical Upgrades** – Finalize scope and initiate design of instrumentation/control and electrical upgrades at the Water Treatment Plant.
- **Second Groundwater Well at the Water Treatment Plant** – Complete construction of the above-ground phase for the second groundwater well at the Water Treatment Plant.
- **Aquifer Storage Recovery Well** – Coordinate the design and permitting for the aquifer storage recovery well at the Water Treatment Plant.
- **Wastewater Outfall Diffuser** – Complete easement acquisitions, obtain permits, incorporate permit conditions into bid documents, continue researching and applying for potential funding opportunities, and pre-qualify contractors to perform the work.
- **Walton Avenue Improvements** – Complete the design, advertise for bids, award a construction contract for the corridor improvements to Walton Avenue from Hazel Street to the signalized intersection of Sam's Club.
- **Didar S. Bains Park** – Complete construction of the Didar S. Bains Park.
- **Sutter Bike Path Gap Closure** – Complete construction of the Sutter Bike Path extension from Jefferson Road to Harter Parkway and ten-foot-wide shared use sidewalk along the west side of Harter Parkway.
- **Harter-Bridge Sewer Extension** – Complete the design, easement acquisition, and construction of a new sewer to be constructed in the extension of Harter Parkway and Bridge Street to relieve existing capacity issues and provide for continued future development.
- **Bogue Road Sewer Extension** – Complete the design, and construction of a new sewer to be constructed in Bogue Road from Railroad Avenue to Phillips Road to provide for continued future development.
- **Prop 1 IRWM Grant** – Complete the design and construction of a trash capture device in the Gilsizer Slough at Lincoln Road and improvements to the North Gilsizer Basin located at the Corporation Yard.
- **Barry Elementary School Water Connection** – Advertise a construction contract, secure revised funding agreement from the State to cover anticipated bids being above current funding agreement, and commence construction of new water facilities to serve the school.
- **Wastewater Lift Station 2 Rehabilitation** – Complete construction of the rehabilitation of Lift Station 2 on the wastewater collection system.
- **Anneka Lane Sewer Replacement** – Complete construction of the main sewer replacement in Anneka Lane.
- **Richland Waterline Project** – Complete construction of the water distribution main and service replacement in the Richland Road/Camino Cortez area.
- Continue to utilize Community Development Block Grant funds to construct ADA improvements identified in the City's Transition Plan.
- Apply for and receive project funding through available grant funding sources (e.g. FRAQMD, SACOG, State, and Federal).
- Design and construct necessary improvements associated with the infrastructure of the Water and Wastewater facilities.
- Continue implementation of the Bicycle Master-Plan to improve bicyclist facilities throughout the City.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. yc311 Request Closures: Provide excellent start-to-finish service to City customers through the yc311 customer service management application by closing all received cases within an average of 12 days. Process adjustments implemented in FY 2021-22 continue to bring the average response time down from pandemic levels and the 2022-23 target remains unchanged.
2. Plan Check Requests: Respond to initial plan check requests within three weeks of receiving the plans with a target of 100% customer response time. Due to the City Hall closure in December 2022, 2 of the 61 plan check submittals received did not meet the three-week response time goal. This was an isolated situation and the 2023-24 target remains unchanged.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - yc311 Request Closures (in days)	21.4	12.2	12
Measure 2 - Plan Check Request	95%	97%	100%

Engineering

100-1930

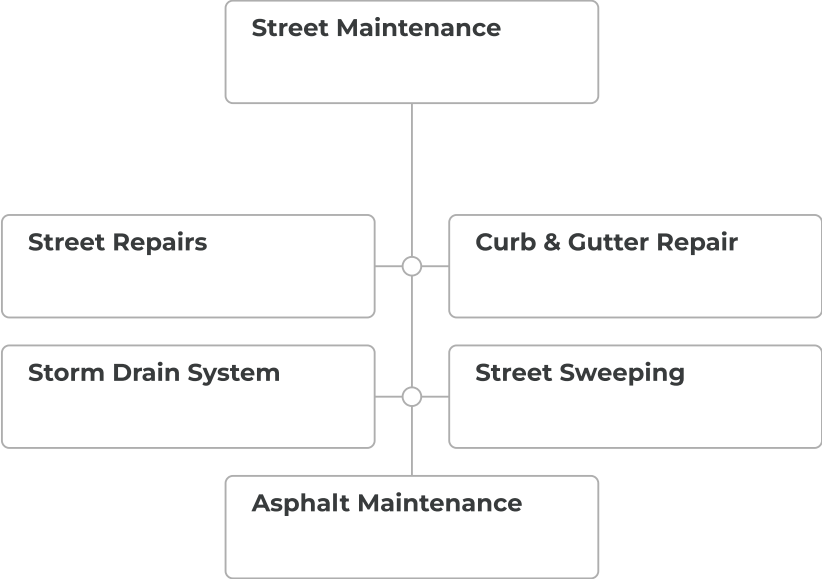
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$625,047	\$707,662	\$1,178,568	\$1,088,525
Extra Help	\$1,029	\$7,306	\$15,000	\$15,000
Overtime	\$10,099	\$13,088	\$9,000	\$9,000
Total Benefits	\$449,149	\$420,570	\$497,135	\$454,768
Total Salaries & Wages:	\$1,085,325	\$1,148,626	\$1,699,703	\$1,567,293
Supplies & Services				
Telephone	\$4,877	\$4,776	\$5,966	\$7,304
Postage & Freight	\$170	\$571	\$1,000	\$1,000
Advertising	\$1,712	\$3,439	\$3,500	\$3,500
Forms & Supplies	\$5,461	\$6,829	\$8,595	\$8,595
Printing & Binding	\$29	\$1,881	\$500	\$500
Professional Services	\$24,394	\$25,071	\$51,270	\$40,450
Professional Development	\$3,475	\$5,092	\$4,500	\$4,500
Dues & Subscriptions	\$990	\$819	\$2,000	\$2,000
Equipment Operation & Mtnce	\$0	\$13,902	\$14,650	\$14,650
Special Equipment - O & M	\$298	\$5,734	\$582	\$582
Vehicle - O & M	\$14,050	\$18,337	\$19,697	\$17,578
Tools, Supplies & Equip.	\$767	\$473	\$850	\$850
Training Programs	\$566	\$743	\$700	\$700
Water Purchases	\$680	\$699	\$753	\$793
Insurance	\$25,787	\$34,544	\$56,109	\$63,361
Technology ISF	\$24,414	\$23,077	\$28,406	\$44,848
Total Supplies & Services:	\$107,671	\$145,988	\$199,078	\$211,211
Capital Acquisitions				
Equipment	\$42,003	\$0	\$0	\$0
Total Capital Acquisitions:	\$42,003	\$0	\$0	\$0
Total Expense Objects:	\$1,235,000	\$1,294,613	\$1,898,781	\$1,778,504

Street Maintenance

SERVICE DESCRIPTION

The Street Maintenance Division maintains City streets, sidewalks, curbs and gutters, signs, markings, and the storm-drain system. The Division is also responsible for street sweeping.

Organizational Chart



Street Maintenance

FY 2022-2023 ACCOMPLISHMENTS

- Coordinated with Development Services and the DBA to provide services for downtown functions (Summer Stroll, Christmas Stroll, etc.).
- Continued to work with the City's sidewalk asset management system through iWorQ to inventory and prioritize sidewalk issues.
- Worked with the Engineering Division and property owners to implement improved striping and signage to help resolve issues with speed, parking, signage, and traffic control.
- Resolved 401 yc311 service requests and over 300 interdepartmental requests.
- Provided ongoing efforts to clean up abandoned shopping carts and remove unpermitted signs throughout the City in coordination with the Development Services Department.
- Provided ongoing maintenance activities including street repairs, concrete replacement, street sweeping, maintenance and installation of signs, markings, and maintenance and repairs to the City's storm-drain system.
- Continued to improve customer service by providing prompt feedback on the status of customer requests through the City's customer service management systems.
- Coordinated the purchase of a Global M4 Mechanical Street Sweeper to replace a Tymco Regenerative Air Street Sweeper.
- Continue to implement a 10 year sidewalk inspection program to help identify trip hazards.
- Coordinated with Electrical Division to remove and install new light poles.

FY 2023-2024 INITIATIVES

- Plan and implement the replacement of asphalt patches (service trenches/street failures) to eliminate outstanding cuts.
- Improve maintenance of the City's infrastructure through innovative solutions for job efficiency and customer service
- Plan and implement the replacement of asphalt patches (service trenches/street failures) to eliminate outstanding cuts.
- Combine service requests and activities generated through the City's yc311 service requests into iWorQ to enhance the management of the City's assets.
- Proactively inventory and prioritize sidewalk repairs into the City's asset management system.
- Inventory the existing road striping and markings throughout the City and help coordinate the construction of a 2024 Striping Maintenance project.

- Continue employee training in areas of safety, professional growth, and customer service.
- Coordinate with Sewer Collections to implement a triennial program to clean the sumps of all 3,800 drainage inlets within City limits.
- Plan and implement a 5-year program to identify, paint, and bead all 3,800 drainage inlets within City limits.
- Coordinate with the Engineering Division to implement the sidewalk repair ordinance.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. After the inventory and prioritization of the City's sidewalks and asphalt repairs, crews will record the number of sidewalk/asphalt repairs completed each year for evaluation of performance.
2. Improve completion of requests by City customers through the customer service management application "yc311" with a target period of completion in less than three days.
3. Be proactive in the beautification of the City as a whole (shopping carts, garage sale signs, debris, etc.).

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Concrete Sidewalk Repairs (in square feet)	6,000	9600	14,000
Measure 2 - yc311 Customer Service Average Closure Time (in days)	4.3	9.7	3
Measure 3 - Service Trench Restoration (in square feet)	3,200	2,700	17,000

Street Maintenance

100-3130

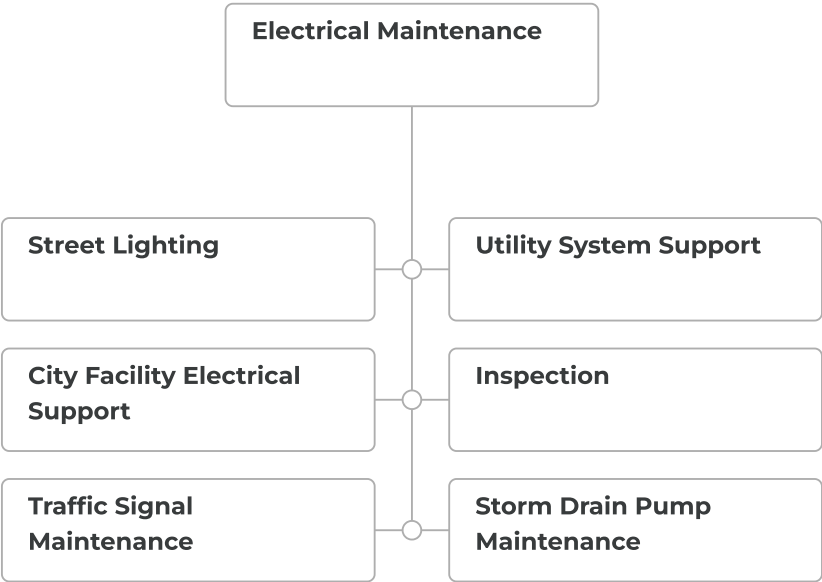
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$490,114	\$497,273	\$768,167	\$722,126
Extra Help	\$23,453	\$18,319	\$32,000	\$32,000
Overtime	\$18,307	\$17,431	\$16,200	\$16,200
Total Benefits	\$347,897	\$329,241	\$383,201	\$365,297
Total Salaries & Wages:	\$879,771	\$862,263	\$1,199,568	\$1,135,623
Supplies & Services				
Telephone	\$11,790	\$11,332	\$14,146	\$13,637
Postage & Freight	\$18	\$0	\$0	\$0
Forms & Supplies	\$2,716	\$1,433	\$1,000	\$1,000
Professional Services	\$5,458	\$7,081	\$22,469	\$15,180
Professional Development	\$4,522	\$12,514	\$13,000	\$13,000
Dues & Subscriptions	\$1,967	\$1,688	\$2,880	\$2,880
Special Equipment - O & M	\$11,711	\$11,617	\$11,400	\$11,400
Vehicle - O & M	\$194,525	\$182,652	\$188,683	\$233,885
Buildings & Facility - O & M	\$293,775	\$297,375	\$384,469	\$372,970
Tools, Supplies & Equip.	\$9,042	\$7,553	\$8,000	\$18,000
Training Programs	\$8,103	\$7,263	\$8,000	\$8,000
Water Purchases	\$44,621	\$42,103	\$45,633	\$45,675
Insurance	\$128,481	\$155,214	\$236,050	\$65,214
Technology ISF	\$18,402	\$17,365	\$16,516	\$19,577
Total Supplies & Services:	\$735,131	\$755,191	\$952,246	\$820,418
Capital Acquisitions				
Equipment	\$0	\$15,430	\$0	\$5,333
Total Capital Acquisitions:	\$0	\$15,430	\$0	\$5,333
Total Expense Objects:	\$1,614,901	\$1,632,885	\$2,151,814	\$1,961,374

Electrical Maintenance

SERVICE DESCRIPTION

Provide safe and secure electrical and instrumentation resources for use throughout the city. Maintain efficiently operated traffic signals, streetlights, facilities, and recreation areas. The Division also supports critical water and wastewater operations across the city and provides assistance to public and private development contractors through services such as USA utility locating and coordination of electrical infrastructure in the public right of way.

Organizational Chart



Electrical Maintenance

FY 2022-2023 ACCOMPLISHMENTS

- Maintained a high customer service level through timely responses to the City's Customer Service Management System, yc311.
- Continued the phased installation of City-designed internally-illuminated street name signs at signalized intersections.
- Modified signal timing at various intersections to improve signal operation and vehicle detection.
- Maintained a response rate of under three working days to repair streetlights following receipt of an outage report.
- Implemented standard electrical maintenance programs on traffic signals, streetlights, and facilities.
- Utilized an enhanced employee safety training program which minimized exposure to workplace accidents, and maximized budgeted manpower allocation hours without any major loss due to workplace injury.
- Implemented new cellular communication network to lift stations.
- Implemented optimized control strategies that led to stable pressures in the city's water distribution system.
- Optimized performance to city wide solar and energy storage systems.
- Improved process control to optimize polymer use to help reduce "cake" being sent to landfill.

FY 2023-2024 INITIATIVES

- Support the City's Customer Service Management System, yc311, to provide prompt responses.
- Equip all remaining City intersections with countdown pedestrian systems, and update all signal heads to a 12" diameter head.
- Incorporate new traffic signal functions (i.e. right turn on red) to maximize signal operating efficiencies in order to reduce travel times for the public.
- Maintain a high customer-service level and provide maintenance to the City's infrastructure in the most efficient means possible.
- Enhance the City's signalized intersections by installing City-branded illuminated street name signs.
- Continue to build on the Public Works iWorQ's Maintenance Software System to inventory equipment and track project costs.
- Utilize HSIP Grant funds to update City traffic signal, signage and lighting.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Improve communication to customers regarding streetlight work status while maintaining a minimal response time.
2. Adjust traffic signal timing at intersections to accommodate changes in vehicle traffic, updates in code requirements, equipment malfunctions, and innovative enhancements for the public.
3. Provide quick responses to City customers utilizing the yc311 Customer Service Management System with a response time goal of less than one day.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Streetlight Outage Response (in hours)	24	24	24
Measure 2 - Traffic Signal Timing - Number of Intersections (per year)	2	5	7
Measure 3 - yc311 Customer Response (in hours)	24	24	24

Electrical Maintenance

100-3150

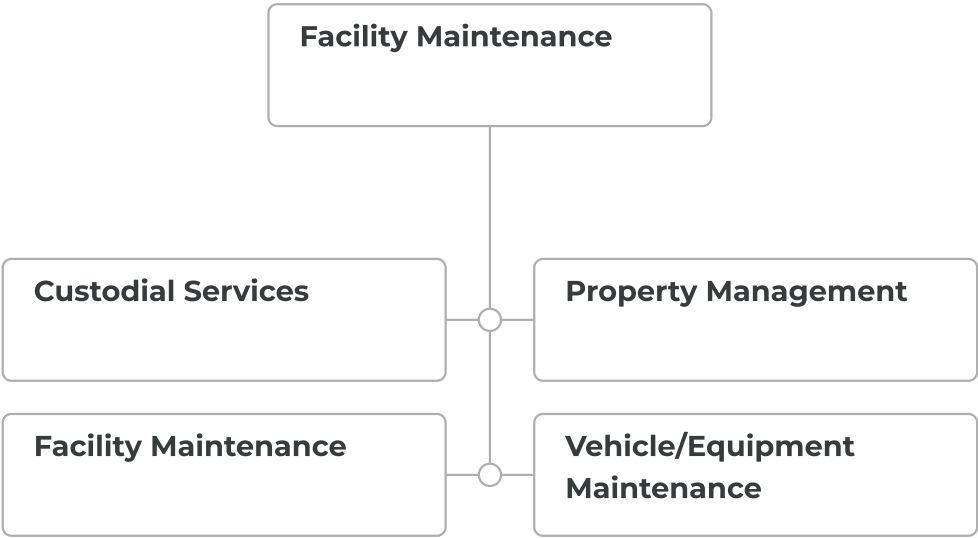
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$79,850	\$73,089	\$90,010	\$73,603
Extra Help	\$31,463	\$33,809	\$32,400	\$32,400
Overtime	\$0	\$2,516	\$9,000	\$9,000
Total Benefits	\$44,122	\$39,173	\$38,218	\$29,729
Total Salaries & Wages:	\$155,434	\$148,586	\$169,628	\$144,732
Supplies & Services				
Heat & Power	\$206,083	\$212,131	\$215,750	\$215,750
Telephone	\$3,054	\$5,150	\$5,169	\$5,005
Forms & Supplies	\$263	\$173	\$250	\$250
Professional Services	\$2,379	\$5,973	\$31,493	\$31,000
Professional Development	\$0	\$2,907	\$5,400	\$5,400
Dues & Subscriptions	\$2,510	\$2,510	\$1,600	\$1,600
Special Equipment - O & M	\$78	\$80	\$0	\$0
Vehicle - O & M	\$57,040	\$26,983	\$44,972	\$32,789
Buildings & Facility - O & M	\$135,077	\$161,067	\$150,212	\$150,212
Tools, Supplies & Equip.	\$4,799	\$1,434	\$500	\$500
Training Programs	\$1,483	\$2,046	\$500	\$500
Water Purchases	\$152	\$145	\$157	\$164
Insurance	\$2,362	\$4,737	\$6,453	\$4,240
Debt Service	\$118,844	\$118,844	\$118,844	\$118,844
Technology ISF	\$2,188	\$2,146	\$1,489	\$1,767
Total Supplies & Services:	\$536,313	\$546,327	\$582,789	\$568,021
Total Expense Objects:	\$691,747	\$694,914	\$752,417	\$712,753

Facility Maintenance

SERVICE DESCRIPTION

The Facilities Maintenance Division provides custodial care, repair, and upkeep on all City buildings and facilities. The Division also supports City events and Public Works Department projects.

Organizational Chart



Facility Maintenance

FY 2022 - 2023 ACCOMPLISHMENTS

- Installed a new gate operator for the Corpyard employee entrance gate.
- Continued to maintain a Maintenance Task Log at each facility and updated as necessary.
- Utilized FMX to track Facility Maintenance requests, and also added all HVAC units to the FMX software to keep track of units.
- Coordinated annual maintenance contracts for HVAC systems, pest control, security systems, custodial services, elevator maintenance, and medical supplies.
- Provided sanitary supplies for all City facilities. Performed extra sanitary precautionary cleaning due to the COVID-19 pandemic. Gathered a large inventory of sanitary cleaning supplies such as sanitary wipes, Lysol, thermometers, etc.
- Built two lactation rooms, one at City Hall and one at the Wastewater Treatment Facility (WWTF).
- Fire stations 1 & 2 have been remodeled.
- Complete the exterior painting of City Hall.
- Install a new roof on the Fire Administration building.
- Re-roof BMB building at Fire Station 1.
- Install the new pelican software into the HVAC at the GAP.
- Replaced all HVAC units at the Senior Center and installed the new pelican software for the HVAC system.
- Installed new ice machine at City Hall.

Inspection to City facilities at least 24 hours in advance of hosting key proceedings such as Council Meetings, trainings, contractor meetings, etc.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Help Desk Ticket Response Time (in hours)	48	24	24
Measure 2 - Green Products added to Inventory	5	4	2
Measure 3 - Quality/Assurance Inspections (in hours)	24	24	24

FY 2023 - 2024 INITIATIVES

- Install a new elevator in the Corporation Yard.
- Install new rod iron fencing around the Madden House, and paint the exterior of the building.
- Install a return air duct for the laboratory building (HVAC).
- Install an elastomeric roof coating on the laboratory building.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Help Desk: Continue to reduce response times to open FMX help desk tickets.
2. Green Products: Research and introduce green products in custodial services to reduce waste and improve the environment.
3. Quality Assurance Inspection: Provide a Quality Assurance

Facility Maintenance

100-1541

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$241,537	\$358,177	\$451,326	\$450,732
Extra Help	\$33,936	\$16,251	\$34,450	\$34,450
Overtime	\$1,926	\$8,326	\$3,350	\$3,350
Total Benefits	\$179,810	\$223,789	\$222,298	\$226,061
Total Salaries & Wages:	\$457,210	\$606,543	\$711,424	\$714,593
Supplies & Services				
Heat & Power	\$85,415	\$105,143	\$42,826	\$74,498
Telephone	\$12,426	\$18,578	\$16,303	\$18,566
Forms & Supplies	\$1,661	\$1,620	\$3,050	\$3,050
Professional Services	\$11,748	\$6,416	\$43,313	\$19,597
Professional Development	\$0	\$984	\$8,000	\$8,000
Dues & Subscriptions	\$175	\$216	\$400	\$400
Equipment Operation & Mtnce	\$2,873	\$6,365	\$4,175	\$6,175
Special Equipment - O & M	\$109	\$112	\$0	\$0
Vehicle - O & M	\$16,953	\$15,324	\$22,736	\$20,694
Buildings & Facility - O & M	\$109,054	\$174,366	\$152,396	\$173,396
Tools, Supplies & Equip.	\$3,157	\$8,381	\$3,000	\$5,000
Training Programs	\$916	\$1,288	\$2,700	\$2,700
Insurance	\$7,842	\$14,661	\$21,196	\$26,401
Debt Service	\$48,664	\$50,809	\$53,044	\$55,372
Technology ISF	\$3,934	\$3,610	\$4,467	\$5,301
Total Supplies & Services:	\$304,928	\$407,873	\$377,606	\$419,150
Total Expense Objects:	\$762,137	\$1,014,416	\$1,089,030	\$1,133,743



Community Services

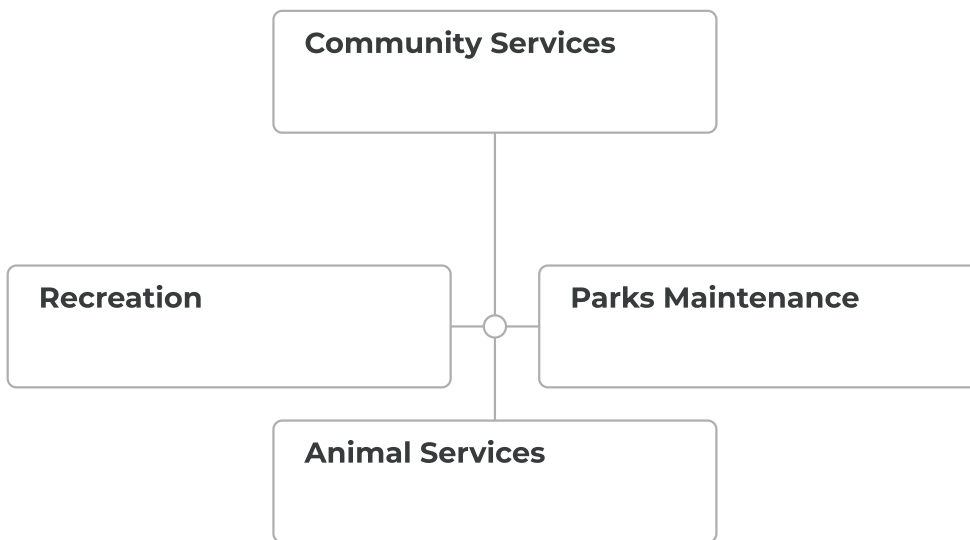


Ann Gillen
Community Service Director

MISSION STATEMENT

The Community Services Department is committed to providing a variety of recreational programs, safe and clean parks, animal services and enforcement, activities and facilities, which enhance the quality of life for youth, adults and seniors in our community. We value and encourage citizen input and participation in the delivery of these services. Our motto is "Creating Community!"

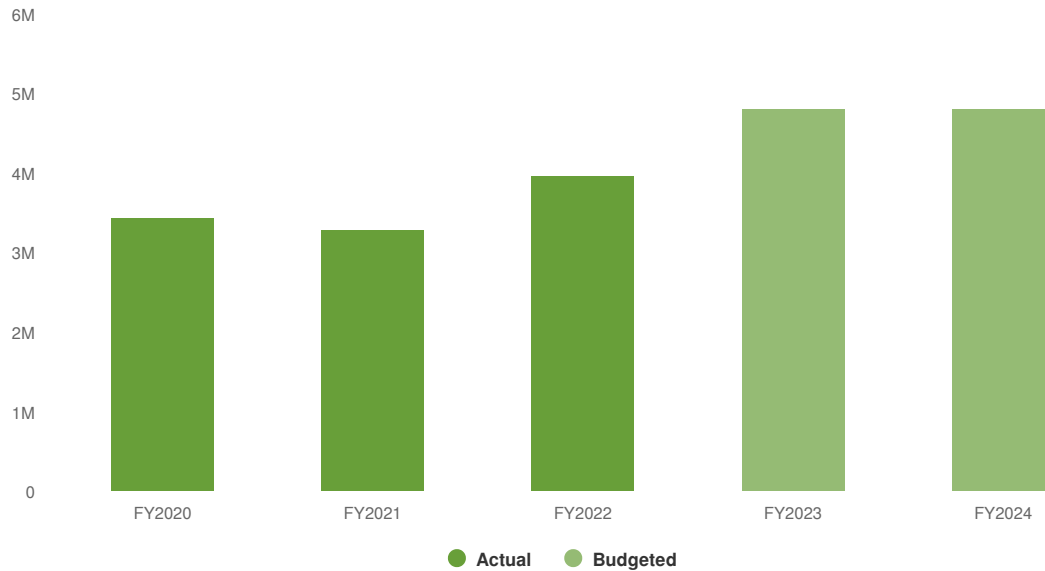
Organizational Chart



Expenditures Summary

\$4,814,479 **\$1,351**
(0.03% vs. prior year)

Community Services Proposed and Historical Budget vs. Actual



Community Services

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Salaries & Wages	\$1,934,717	\$2,294,578	\$2,912,872	\$2,945,077
Supplies & Services	\$1,353,122	\$1,647,260	\$1,900,256	\$1,869,402
Capital Acquisitions	\$0	\$11,905	\$0	\$0
Total General Fund:	\$3,287,839	\$3,953,743	\$4,813,128	\$4,814,479

Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Community Services			
Community Services Director	1	1	1
Parks and Grounds Superintendent	1	1	1
Administrative Assistant	1	1	1
<i>Subtotal</i>	3.0	3.0	3.0
Recreation Supervision			
Recreation Supervisor III	1	1	1
Recreation Supervisor II	1	1	1
Recreation Coordinator	1	1	1
<i>Subtotal</i>	3.0	3.0	3.0
Senior Citizen Center			
Recreation Supervisor I/II	1	1	1
<i>Subtotal</i>	1.0	1.0	1.0
Aquatics			
Recreation Supervisor I/II	1	1	1
<i>Subtotal</i>	1.0	1.0	1.0
Park Maintenance & Operations			
Park Maintenance Supervisor	1	1	1
Maintenance Worker III	1	2	2
Maintenance Worker I/II	9	9	9
<i>Subtotal</i>	11.0	12.0	12.0
Grand Total	19.0	20.0	20.0

Community Services Administration

SERVICE DESCRIPTION

Provides youth and adult team sports and instructional clinics; trips and tours, enrichment and special interest classes, pool services, Senior Center services, park/ball-field reservations; and a variety of community special events for all ages on a year-round basis. The Parks division maintains City parks, grounds and landscape maintenance districts. Sutter Animal Services Authority is a vital division of Community Services. Their commitment to animal health and welfare spans Yuba City, Live Oak and Sutter County.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Increase Citywide Volunteer Program	210	210	221
Measure 2 - Adopt-A-Park Participants	5	5	10

STRATEGIC ISSUES

1. Maintain the physical and aesthetic qualities of all public parks entrusted to our care.
2. Maintain and expand the quality, variety and affordability of our recreational programs, activities, services and special events.
3. Preserve and expand the quality of our Animal Services.

FY 2022 - 2023 ACCOMPLISHMENTS

- Maintained a more user-friendly and robust Citywide Volunteer Program that has a "face".
- Continued to develop and improve partnerships and relationships with the Yuba City Unified School District and other community organizations.
- Continued to increase online enrollments with a new system and be able to take park reservations online.
- Replaced playground structure at Maple Park.
- Completed the construction of Didar S. Bains Park

FY 2023 - 2024 INITIATIVES

- Continue to create active open spaces through projects and grants.
- Secure additional grant funding for recreational programs and park improvements.
- Continue to grow our volunteer program Citywide to benefit our community.

CONTINUOUS IMPROVEMENT

PERFORMANCE MEASURES

1. Increase the number of Citywide volunteers actively assisting with programs through community outreach and marketing with a goal of increasing 5% each year.
2. Continue to increase the number of Adopt-A-Park participants.

Community Services Administration

100-5105

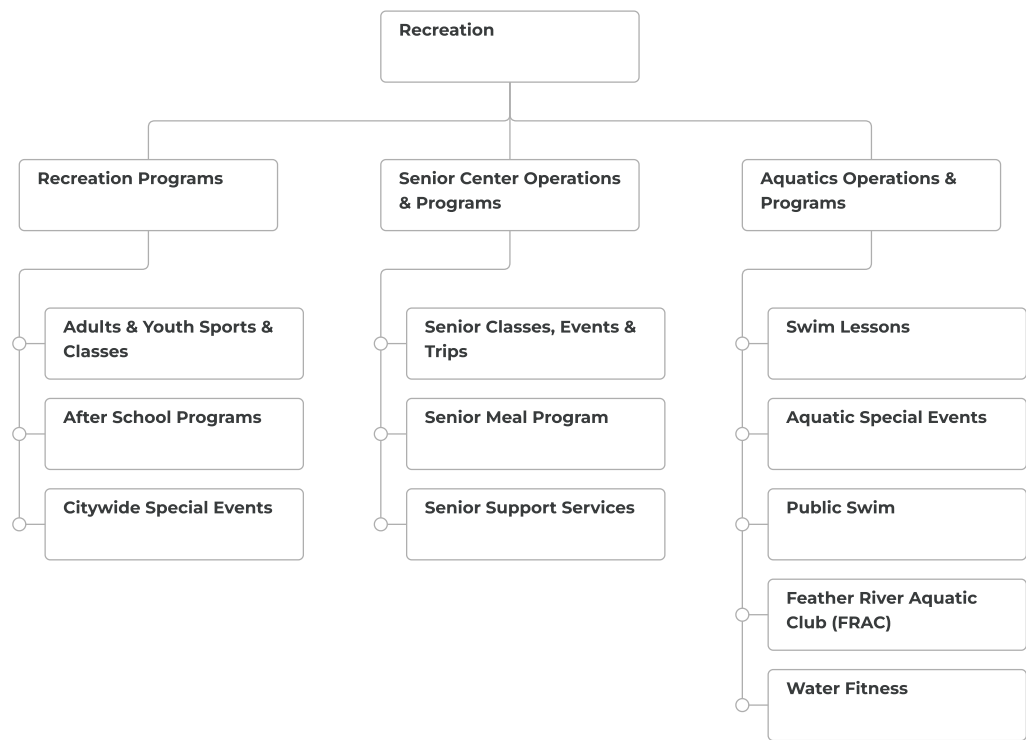
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$348,896	\$311,810	\$364,288	\$367,590
Extra Help	\$2,546	\$8,129	\$10,300	\$10,300
Overtime	\$0	\$987	\$0	\$0
Total Benefits	\$166,255	\$162,187	\$145,365	\$149,535
Total Salaries & Wages:	\$517,698	\$483,112	\$519,953	\$527,425
Supplies & Services				
Telephone	\$2,350	\$2,454	\$2,888	\$2,971
Postage & Freight	\$161	\$26	\$300	\$300
Forms & Supplies	\$1,111	\$1,833	\$2,100	\$2,100
Professional Services	\$15,252	\$15,399	\$19,373	\$16,800
Professional Development	\$0	\$1,284	\$5,300	\$5,300
Dues & Subscriptions	\$1,264	\$1,571	\$1,320	\$1,320
Equipment Operation & Mtnce	\$13,579	\$26,125	\$10,750	\$10,750
Vehicle - O & M	\$0	\$0	\$0	\$58
Buildings & Facility - O & M	\$2,344	\$866	\$0	\$0
Water Purchases	\$163	\$167	\$179	\$191
Insurance	\$8,454	\$13,052	\$16,594	\$21,200
Supplies & Services	\$940	\$2,147	\$800	\$800
Reimbursable	\$736	-\$736	\$0	\$0
Technology ISF	\$4,898	\$4,813	\$5,956	\$7,068
Total Supplies & Services:	\$51,250	\$69,001	\$65,560	\$68,858
Total Expense Objects:	\$568,947	\$552,114	\$585,513	\$596,283

Recreation

SERVICE DESCRIPTION

The Recreation Division is responsible for providing classes, trips and activities in the following areas: youth sports and enrichment programs, adult sports programs, senior recreational programs, activities and trips, aquatics, skate park, special classes, camps and community events.

Organizational Chart



Recreation Supervision

FY 2022 - 2023 ACCOMPLISHMENTS

Aquatics

- Provided 386 Swim Lessons to individuals in Group Swim Lessons, Private/Semi-Private Lessons.
- Licensed 24 new employees and recertified 5 returning employees as Ellis and Associate Lifeguards.
- Offered Tot Time to over 689 participants over the course of the year.
- Rented Gauche Park and Gauche Aquatic Park to 15 groups, including Special Olympics, River Valley Care Center, Yuba City Unified School District, and Sutter Buttes Swimming.

Youth Sports/Camps/Programs

- Utilized River Valley High School, Tierra Buena, and Barry Schools for youth sports programs.
- Successfully completed MM Soccer, MM T-Ball, Summer Basketball, MM Flag Football, Youth Flag Football, MM Basketball.
- Successfully held Summer Camp, Winter Camp, Recreation Sports Camp, Parent's Night out, and Spring Camp.
- Replaced/hired many new staff members for Youth Sports.

Adult Classes/Sports

- Provided space at Blackburn Talley Sports Complex for baseball/softball practices.
- Successfully completed three seasons of softball – Spring, Summer, and Fall.

Special Events

- Held our annual Feather River Parkway Wilderness 5K on April 16, 2023 with over 90 participants.

Senior Programs

- Offered fitness programs include Fitness After 50, Body Toning, Line Dancing, Tai Chi, Yoga and Balance classes with over 650 participants.
- Offered art programs such as ceramics, pottery, fine art and watercolor with over 400 participants.
- Held Annual Senior Resource Fair with 53 organizations distributing information and resources to over 250 seniors.
- Offered 24 day bus trips with 446 enrolled. In addition to the Bus Day Trip Program, we partner with Collette Vacations to offer domestic and international travel to destinations such as Painted Canyons of the West, Spotlight on South Dakota, Spain's Classics, Heritage of America, Mackinac Island, Colors of New England, Greece Islands, Iconic Israel, New York City and Morocco. We have 6 travelers signed up for trips as of March 2023.
- Provided free bi-monthly smartphone classes to approx. 6-12 senior participants each session.
- Held senior safety driving courses for over 30 seniors.
- AARP Foundation Tax Aide Volunteers helped approx. 250 seniors with free tax preparation.

- Facility rented approx. 12 times for celebrations of life, birthday parties and baby showers.
- Bingo attendance increased to an average of 80-100 every Friday night.
- Held Waffle Wednesday program every last Wednesday of the month with approx. 60-100 participants attending each month.

Park Reservations

- Picnic facilities at Sam Brannan Park and Gauche Aquatic Park were rented for 87 events throughout the year.
- Areas in Bogue Park, Happy Park, Hillcrest Park, Holly Tree Park, Regency Park and Shanghai Garden Park were utilized for Little League and Citywalk Church sports.
- Provided space at Blackburn Talley Sports Complex for four baseball/softball tournaments.
- Provided space at Blackburn Talley Sports Complex for approximately 20 youth sports practices.
- Yuba City Certified Farmer's Market takes place at Town Square on Saturdays May – October.
- The Yuba-Sutter-Colusa United Way Community Resource Fair was held at Sam Brannan Park on May 20, 2023.
- United Way Spooktacular River Run 5K/10K was held at Gauche Aquatic Park on October 29, 2022.
- Gray Ave used the pickleball courts at Sam Brannan for P.E. class in February and March 2023.
- A Woman's Friend Walk for Life was held at Gauche Aquatic Park on April 29, 2023.

FY 2023 - 2024 INITIATIVES

- Networking/ Relationship building with school sites that we utilize.
- Continue to create new and innovative adult sports and programs based on the needs of residents.
- Provide recognition to the patrons and volunteers who support and assist our Recreation Programs.
- Carry out facility building improvements at Senior Center.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Focus on advertising internet registration for programs and activities offered through the Recreation Department, with a goal of increasing 3% each year.
2. Track enrollment increases due to Social Media advertisements through Facebook and Instagram.
3. Promote Park Reservations through Social Media to increase reservation totals.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Internet Enrollment	50%	50%	53%
Measure 2 - Enrollment increase from Social Media	40%	50%	60%
Measure 3 - Park Reservations	180	200	200

Recreation Supervision

100-5110

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$142,864	\$185,247	\$247,548	\$221,997
Extra Help	\$17,395	\$7,334	\$11,500	\$11,500
Total Benefits	\$89,412	\$108,790	\$106,013	\$89,062
Total Salaries & Wages:	\$249,671	\$301,371	\$365,061	\$322,559
Supplies & Services				
Heat & Power	\$1,190	\$1,622	\$231	\$79
Telephone	\$3,531	\$2,709	\$4,569	\$4,405
Postage & Freight	\$21	\$528	\$500	\$500
Forms & Supplies	\$789	\$857	\$1,600	\$1,600
Printing & Binding	\$2,946	\$5,168	\$29,000	\$29,000
Professional Services	\$272	\$5,165	\$12,151	\$1,200
Professional Development	\$0	\$2,457	\$6,300	\$6,300
Dues & Subscriptions	\$145	\$180	\$500	\$500
Equipment Operation & Mtnce	\$1,299	\$0	\$0	\$0
Vehicle - O & M	\$27,996	\$21,282	\$28,796	\$22,328
Buildings & Facility - O & M	\$322	\$354	\$0	\$0
Water Purchases	\$124	\$127	\$137	\$144
Insurance	\$5,045	\$7,733	\$12,120	\$12,819
Supplies & Services	\$259	\$426	\$1,031	\$1,031
Reimbursable	\$0	\$1,500	\$0	\$0
Debt Service	\$3,182	\$3,323	\$3,469	\$3,621
Technology ISF	\$2,449	\$2,407	\$1,489	\$1,767
Total Supplies & Services:	\$49,571	\$55,838	\$101,893	\$85,294
Total Expense Objects:	\$299,242	\$357,209	\$466,954	\$407,853

Senior Center

100-5120

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$81,114	\$102,514	\$94,129	\$94,296
Extra Help	\$2,652	\$15,616	\$18,160	\$18,160
Overtime	\$0	\$0	\$450	\$0
Total Benefits	\$36,433	\$42,174	\$46,681	\$43,497
Total Salaries & Wages:	\$120,199	\$160,303	\$159,420	\$155,953
Supplies & Services				
Heat & Power	\$8,894	\$12,394	\$11,207	\$11,073
Telephone	\$3,301	\$3,896	\$3,953	\$4,631
Postage & Freight	\$37	\$366	\$350	\$350
Forms & Supplies	\$1,705	\$2,643	\$2,800	\$2,800
Printing & Binding	\$0	\$418	\$2,000	\$2,000
Professional Services	\$65	\$380	\$932	\$300
Professional Development	\$0	\$0	\$1,150	\$1,150
Dues & Subscriptions	\$0	\$0	\$50	\$50
Buildings & Facility - O & M	\$12,602	\$9,476	\$56,448	\$55,400
Water Purchases	\$2,611	\$2,746	\$2,830	\$2,965
Insurance	\$2,197	\$3,704	\$5,426	\$5,421
Debt Service	\$2,788	\$2,910	\$3,038	\$3,239
Technology ISF	\$3,673	\$3,610	\$8,934	\$10,603
Total Supplies & Services:	\$37,872	\$42,544	\$99,118	\$99,982
Total Expense Objects:	\$158,071	\$202,847	\$258,538	\$255,935

Aquatics

100-5130

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$80,498	\$95,270	\$104,364	\$103,681
Extra Help	\$15,672	\$35,807	\$41,100	\$41,100
Total Benefits	\$48,435	\$64,020	\$51,785	\$44,402
Total Salaries & Wages:	\$144,606	\$195,097	\$197,249	\$189,183
Supplies & Services				
Heat & Power	\$19,344	\$52,981	\$1,511	-\$2,372
Telephone	\$10,234	\$10,295	\$9,961	\$9,676
Postage & Freight	\$0	\$25	\$600	\$600
Advertising	\$490	\$739	\$1,200	\$1,200
Forms & Supplies	\$2,004	\$4,208	\$4,800	\$4,800
Printing & Binding	\$0	\$268	\$500	\$500
Professional Services	\$9,054	\$5,623	\$5,132	\$4,500
Professional Development	\$0	\$0	\$4,200	\$4,200
Dues & Subscriptions	\$1,233	\$2,196	\$1,500	\$1,500
Special Equipment - O & M	\$10,588	\$22,340	\$12,000	\$12,000
Buildings & Facility - O & M	\$11,219	\$19,689	\$51,036	\$55,100
Chemicals	\$23,606	\$39,370	\$37,000	\$49,000
Tools, Supplies & Equip.	\$282	\$568	\$500	\$500
Training Programs	\$2,230	\$12,830	\$11,500	\$11,500
Water Purchases	\$17,342	\$17,746	\$19,544	\$20,524
Insurance	\$3,305	\$5,496	\$7,437	\$5,960
Supplies & Services	\$644	\$3,875	\$3,845	\$3,845
Debt Service	\$406,038	\$409,739	\$412,665	\$415,447
Technology ISF	\$6,824	\$6,698	\$5,995	\$7,307
Total Supplies & Services:	\$524,438	\$614,686	\$590,925	\$605,788
Total Expense Objects:	\$669,044	\$809,784	\$788,174	\$794,971

Recreation Programs

100-5200

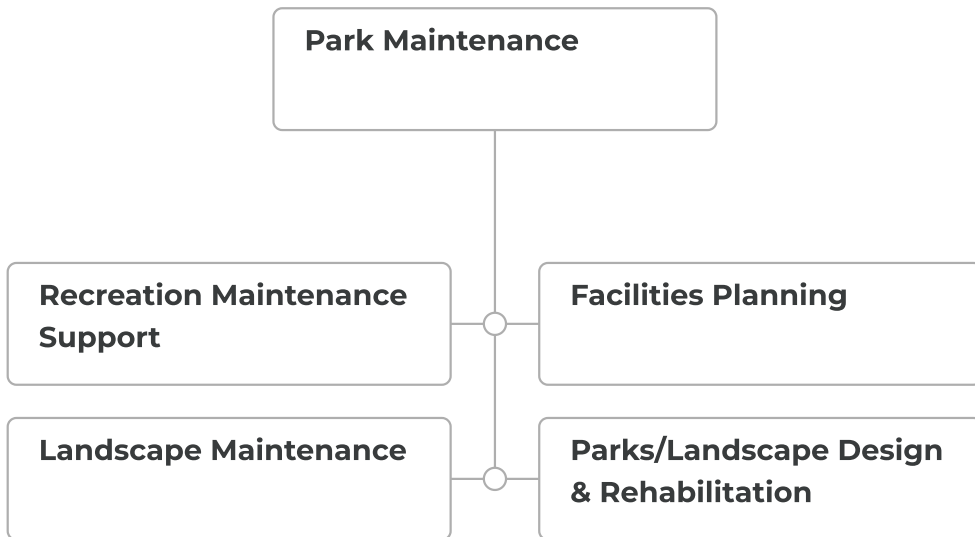
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$374	\$526	\$0	\$0
Extra Help	\$125,608	\$300,665	\$392,643	\$433,965
Total Benefits	\$14,697	\$35,933	\$60,707	\$260
Total Salaries & Wages:	\$140,680	\$337,124	\$453,350	\$434,225
Supplies & Services				
Postage & Freight	\$355	\$378	\$0	\$0
Professional Services	\$514	\$1,367	\$0	\$0
Recreation Programs	\$49,756	\$178,104	\$208,986	\$194,406
Total Supplies & Services:	\$50,624	\$179,850	\$208,986	\$194,406
Total Expense Objects:	\$191,304	\$516,974	\$662,336	\$628,631

Park Maintenance

SERVICE DESCRIPTION

To maintain, repair, and enhance the 20 City Parks, grounds around public buildings, Blackburn-Talley Softball Complex, and Gauche Aquatic Facility. The Parks Division also manages the contracts for 84 landscape maintenance districts and a tree contract for the 12,000 plus trees within the City's Urban Forest.

Organizational Chart



Park Maintenance

FY 2022-2023 ACCOMPLISHMENTS

- Received a Tree City USA designation for the Twenty-Fifth year in a row from the National Arbor Day Foundation, in recognition of the City's commitment to preserving and enhancing its urban forest.
- With help from Mike Morrill, we installed brighter and more efficient lighting at the Pickle Ball Courts and Skate Park.
- Added or replaced 254 trees, and continued to work with homeowners on street tree issues in order to maintain a healthy urban forest.
- Continued to maintain our softball complex. The department has 1 maintenance worker dedicated to this facility 5 days a week for city league games and additional staff to work at weekend tournaments.
- Parks staff are trained and certified by the National Swimming Pool Foundation, and continue to maintain Gauche Aquatic Park in a healthy and safe condition.
- Continued to work with volunteer groups such as: Recology Yuba Sutter, Boy Scouts, Girl Scouts, Rotary, Mormon Helping Hands, Young Men's Ward of The Church of Jesus Christ of Latter-day Saints, Say Love, Kiwanis, and Hard Rock. These groups were very helpful in performing a variety of community service and volunteer projects.
- Continued to use iWorQ's Maintenance Management System to track projects, work orders, monthly playground checks, and routine maintenance. The stored data will show areas in which we can be more efficient.
- Continued use of the automated CMMS irrigation system to reduce water usage by programing soak in cycles to reduce run off and water usage as well as saving man hours by not having to manually program the controllers.
- Replaced the play equipment at Maple Park, as well as creating a separate fenced area with sensory play equipment that will better accommodate individuals with Autism. This area is designated as "Colin's Corner" and named after Colin Boyd, who lived across the street and loved to play there.
- Feather River Parkway's trails and roadways have been graded, and weeds removed. A restroom and an asphalt parking area were added, and the Wilderness 5K run was held on 4/16/2023.
- On March 3, 2023 we planted the last tree associated with the Cal-Fire Grant at Moore Park. There were 500 trees planted in all within the low income or disadvantaged community's in Yuba City.
- Parks staff work alongside Public Works and Code Enforcement in a city-wide cleanup event.
- The department worked with the Davey Resource Group and created a 4-year pruning cycle and maintenance system that will improve tree condition and reduce liability. This will be accomplished through automated work orders and accurate record keeping.
- Didar S. Bains Park was opened in June. It is the city's first park with a bike pump track, concrete ping pong table, and an exercise area.

FY 2023-2024 INITIATIVES

- Replace Shanghai Bend playground equipment.
- See the completion of Didar S. Bains Park in the Summer-2023
- Continue utilizing the iWorQ's Maintenance system to manage work flow and to track operational productivity and accountability with the CMMS system and YC311.
- Continue to refine and improve the methods by which the Parks Division performs daily parks maintenance duties, while looking for opportunities to improve productivity and efficiency.
- Create and maintain an ongoing list of volunteers and community service groups to assist with various community service projects that will enhance our parks system.
- Continue to provide and improve customer service, ranking it at the highest level of importance.
- Continue to encourage employee leadership and development and always look for new ways to be innovative.
- Foster unity and growth among the 4 new crew members and provide support and guidance to our 2 new crew leaders.
- Continue to encourage staff to attend trainings and obtain certifications in pesticide use, playground safety, Arboriculture, pool operations, and passenger endorsements (Drive City Bus).
- Continue weed abatement and refuse disposal at Feather River Parkway, in order to encourage more usage and events in this natural environment.
- Work with city attorney and Public Works to create a new tree ordinance that will align with the sidewalk ordinance.
- Continue our efforts with Public Works and the Code Enforcement divisions in addressing the growing homeless issues. We participated in a City wide clean up event with community volunteers.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- Retrofit as many centralized irrigation systems as possible to reduce water consumption in parks / facilities and landscape districts to further reduce water usage.
- Continue to replace every tree that has been removed with another tree, in order to enhance our urban forest canopy.
- Continue to improve green waste disposal operations by using chipped wood in planter areas along with utilizing more efficient mulching mowers to reduce and recycle green waste.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1 - Retrofit Domestic Water Irrigation Well System	-	-	1
Measure 2 - Tree Replacement	145	399	250
Measure 3 - Green Waste Recycled (in Tons)	739	832	700

Park Maintenance

100-5115

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$418,737	\$435,351	\$750,436	\$815,804
Extra Help	\$2,325	\$47,232	\$44,500	\$44,500
Overtime	\$9,993	\$21,164	\$17,150	\$19,786
Total Benefits	\$330,808	\$313,822	\$405,753	\$435,642
Total Salaries & Wages:	\$761,863	\$817,569	\$1,217,839	\$1,315,732
Supplies & Services				
Heat & Power	\$45,277	\$29,121	\$28,955	\$28,690
Telephone	\$3,820	\$5,228	\$4,748	\$7,331
Postage & Freight	\$77	\$155	\$150	\$150
Forms & Supplies	\$1,513	\$1,010	\$1,050	\$1,050
Printing & Binding	\$0	\$82	\$100	\$100
Professional Services	\$94,896	\$44,439	\$49,279	\$56,700
Professional Development	\$0	\$9,192	\$6,400	\$12,000
Dues & Subscriptions	\$1,137	\$712	\$700	\$700
Rental-Bldgs./Equip/Land	\$499	\$540	\$1,025	\$1,025
Special Equipment - O & M	\$8,934	\$13,571	\$15,200	\$15,200
Vehicle - O & M	\$139,142	\$153,633	\$170,206	\$197,357
Buildings & Facility - O & M	\$174,684	\$191,795	\$309,470	\$244,476
Chemicals	\$1,632	\$1,145		\$0
Tools, Supplies & Equip.	\$7,844	\$16,218	\$23,637	\$23,637
Training Programs	\$10,669	\$10,995	\$12,200	\$12,200
Water Purchases	\$116,303	\$152,759	\$159,180	\$155,586
Insurance	\$21,596	\$43,722	\$39,473	\$45,494
Supplies & Services	\$901	\$420	\$0	\$0
Debt Service	\$5,546	\$5,790	\$6,045	\$6,310
Technology ISF	\$4,898	\$4,813	\$5,956	\$7,068
Total Supplies & Services:	\$639,368	\$685,341	\$833,774	\$815,074
Capital Acquisitions				
Equipment	\$0	\$11,905		\$0
Total Capital Acquisitions:	\$0	\$11,905	\$0	\$0
Total Expense Objects:	\$1,401,231	\$1,514,815	\$2,051,613	\$2,130,806

Non-Departmental

Budget Summary

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
General Fund				
Supplies & Services	\$935,697	\$1,106,213	\$1,363,192	\$1,496,071
Total General Fund:	\$935,697	\$1,106,213	\$1,363,192	\$1,496,071

Animal Services

100-4110

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Supplies & Services				
Professional Services				
PROFESSIONAL SERVICES	\$721,585	\$911,133	\$943,311	\$1,071,931
Total Professional Services:	\$721,585	\$911,133	\$943,311	\$1,071,931
Debt Service				
INTEREST	\$831	\$410	\$0	\$0
PRINCIPAL	\$11,550	\$11,550	\$35,000	\$35,000
Total Debt Service:	\$12,381	\$11,960	\$35,000	\$35,000
Total Supplies & Services:	\$733,966	\$923,093	\$978,311	\$1,106,931
Total Expense Objects:	\$733,966	\$923,093	\$978,311	\$1,106,931

Contingency

100-4215

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Supplies & Services				
Contingency				
CONTINGENCY	\$36,974	\$0	\$100,000	\$100,000
MS&S CONTINGENCY	\$1,121	\$0	\$0	\$0
Total Contingency:	\$38,096	\$0	\$100,000	\$100,000
Total Supplies & Services:	\$38,096	\$0	\$100,000	\$100,000
Total Expense Objects:	\$38,096	\$0	\$100,000	\$100,000

Miscellaneous

100-4220

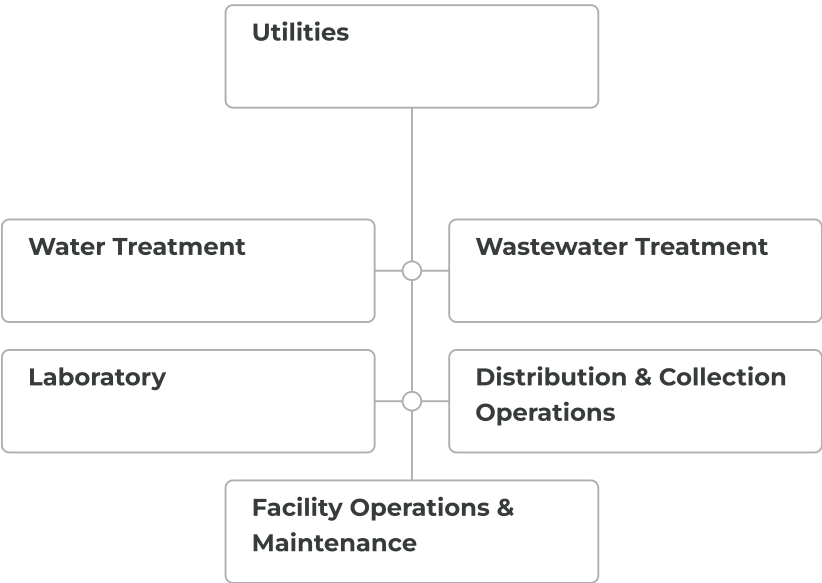
Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Supplies & Services				
Advertising	\$6,657	\$13,280	\$11,000	\$11,000
Professional Services	\$28,194	\$25,992	\$22,000	\$22,000
Professional Development	\$34,950	\$9,488	\$723	\$0
Dues & Subscriptions	\$39,885	\$50,425	\$88,000	\$110,000
Rental-Bldgs./Equip/Land	\$0	\$6,240	\$0	\$6,240
Supplies & Services	\$53,950	\$77,696	\$163,158	\$139,900
Total Supplies & Services:	\$163,636	\$183,120	\$284,881	\$289,140
Total Expense Objects:	\$163,636	\$183,120	\$284,881	\$289,140

Utilities



Benjamin Moody
Public Works and Development Services Director

Organizational Chart



Personnel Summary

(shown in full time equivalents)

	Adopted Budget 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24
Water Distribution			
Deputy PW Director - Maintenance	0.29	0.29	0.29
Water Distribution Supervisor	1	1	1
Water Distribution Operator I/II/III	8	8	8
Administrative Clerk III	0	0.35	0.35
<i>Subtotal</i>	9.29	9.64	9.64
Water Treatment Plant			
Public Works & DS Director	0.25	0.25	0.25
Administrative Assistant	0.25	0.25	0.25
Administrative Analyst I/II	0.50	0.50	0.50
Administrative Clerk I	0	0.25	0.25
Deputy PW Director - Utilities	0.50	0.50	0.50
Plant Supervisor	1	1	1
Instrumentation Technician	0.50	0.50	0.50
Treatment Plant Chief Operator	1	1	1
Treatment Plant Operator Trainee I/II/III/IV	7	7	7
Plant Maintenance Supervisor	1	1	1
Senior Plant Maintenance Mechanic	1	1	1
Plant Maintenance Mechanic	1	1	1
Electrical/Instrumentation Supervisor	0.35	0.35	0.35
Electrical Technician I/II/III	0.45	0.45	0.45
Park Maintenance Worker III	1	1	1
<i>Subtotal</i>	16.05	16.05	16.05
Wastewater Collection			
Deputy PW Director - Maintenance	0.29	0.29	0.29
Wastewater Collections Supervisor	1	1	1
Maintenance Worker I/II/III	6	6	6
Administrative Clerk III	0	0.15	0.15
<i>Subtotal</i>	7.29	7.44	7.44

Personnel Summary

(shown in full time equivalents)

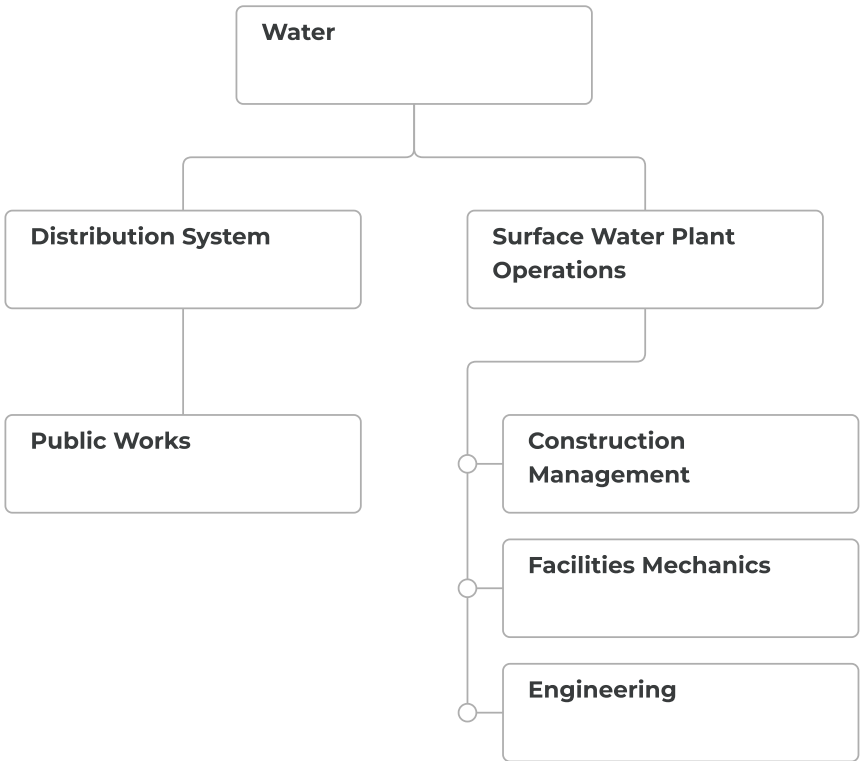
	Adopted Budget 2021-22	Adopted/ Amended Budget 2022-23	Adopted Budget 2023-24
Wastewater Treatment Plant			
Public Works & DS Director	0.25	0.25	0.25
Administrative Assistant	0.25	0.25	0.25
Administrative Analyst I/II	0.50	0.50	0.50
Administrative Clerk I/II/III	1	0.75	0.75
Deputy PW Director - Utilities	0.50	0.50	0.50
Treatment Facility Supervisor	1	1	1
Treatment Facility Chief Operator	1	1	1
Treatment Plant Operator I/II/III	8	8	8
Electrical/Instrumentation Supervisor	0.55	0.55	0.55
Electrical Technician I/II/III	0.95	0.95	0.95
Plant Maintenance Supervisor	1	1	1
Plant Maintenance Mechanic - Senior	2	2	2
Plant Maintenance Mechanic	2	2	2
Plant Maintenance Worker I/II	1	1	1
Instrumentation Technician	0.50	0.50	0.50
Park Maintenance Worker I/II/III	1	1	1
Utilities Maintenance Worker I -OIT	1	1	1
<i>Subtotal</i>	22.25	22.25	22.25
Treatment Plant Laboratory			
Laboratory Supervisor	1	1	1
Laboratory Analyst I/II	3	3	3
Laboratory Assistant	2	1	1
Quality Assurance Officer	0	1	1
<i>Subtotal</i>	6.0	6.0	6.0
Environmental Compliance Program			
Environmental Compliance Inspector	1	1	1
Environmental Compliance Manager	1	1	1
Environmental Compliance Coordinator	1	1	1
<i>Subtotal</i>	3.0	3.0	3.0
Grand Total	63.88	64.38	64.38

Water

SERVICE DESCRIPTION

Operates and maintains the City's water delivery system. The Division is responsible for the distribution of water to over 19,000 connections/meters through the maintenance of approximately 275 miles of water mains, system valves, and other equipment. The Division works with and supports the Engineering Division projects and Water Treatment Plant operations.

Organizational Chart



Water Distribution

FY 2022 - 2023 ACCOMPLISHMENTS

- Monitored and insured compliance on 2019 Backflow Prevention Devices within the City's Backflow Prevention Inspection Program. Complete program compliance has been reported to the State of California Department of Public Health Services
- Tested/repaired 220 City-owned backflow devices at 166 sites throughout the City.
- Responded to and repaired 4 water main breaks and 35 water service leaks.
- Responded to over 300 calls for Customer Service Requests during both normal and after hours.
- Responded to over 3,500 requests for Underground Service Alert (USA).
- Finished Cellular Water Meter Replacement Project.
- 12 fire hydrants were repaired due to vehicle accidents.
- Completed a City-wide flush, enhancing water quality, while performing hydrant inspections and maintenance.

FY 2023 - 2024 INITIATIVES

- Continue professional training to prepare employees to obtain and/or upgrade their Water Distribution Operator Certifications.
- Continue to expand the use of iWorQ's Computer Maintenance Management System within the Division.
- Continue updating and relocating dry barrel fire hydrants throughout the City.
- Implement a valve cycling program.
- Continue replacing large-diameter water meters to more accurately measure water consumption.
- Continue employee training in areas of safety, professional growth, and customer service.
- Continuously maintain and improve the water distribution system by identifying opportunities for innovative solutions to water loss, water quality, and customer needs.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Water Main Flushing: Continue to end main flushing efforts on a quarterly basis in order to enhance water quality.
2. Improved Response Time: Continue to improve response times to locate and repair water leaks, minimizing water loss.
3. Fire Hydrant Replacement: Continue to update the City's fire hydrants by replacing fifteen dry barrels with efficient wet barrel hydrants.
4. Leak Repair Meters: Repair any leaking water meters on the date notified.
5. Water Meter Testing: Test one hundred and fifty water meters that have been in use longer than fifteen years.
6. Water Loss: In a collaborated effort with the Public Works Water Treatment Division, we will define the cause of the water loss and make every effort to lower the water loss this upcoming fiscal year

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Water Main Flushing (in times)	2	2	4
Measure 2 - Improved Response Time (in days)	2	2	2
Measure 3 - Fire Hydrant Replacement (in Hydrants)	10	10	15
Measure 4 - Leak Repair Meters	100%	100%	100%
Measure 5 - Water Meter Testing (in meters)	120	135	150
Measure 6 - Water Loss	6.60%	6.60%	6.00%

Water Distribution

507-7110

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$437,756	\$476,291	\$790,955	\$852,717
Extra Help	\$14,823	\$31,224	\$45,000	\$45,000
Overtime	\$12,411	\$23,380	\$12,000	\$12,000
Total Benefits	\$352,856	\$303,480	\$429,082	\$431,547
Total Salaries & Wages:	\$817,847	\$834,376	\$1,277,037	\$1,341,264
Supplies & Services				
Telephone	\$8,662	\$7,358	\$8,548	\$8,566
Postage & Freight	\$954	\$645	\$1,000	\$1,000
Forms & Supplies	\$2,810	\$2,556	\$2,200	\$2,200
Printing & Binding	\$954	\$2,752	\$2,000	\$2,000
Professional Services	\$9,479	\$26,965	\$40,433	\$34,344
Professional Development	\$10,454	\$1,543	\$13,000	\$13,000
Dues & Subscriptions	\$19,410	\$7,124	\$11,000	\$16,000
Rental-Bldgs./Equip/Land	\$0	\$402	\$2,000	\$1,000
Equipment Operation & Mtnce	\$240	\$3,110	\$900	\$900
Special Equipment - O & M	\$17,669	\$62,941	\$45,200	\$40,200
Vehicle - O & M	\$134,233	\$206,105	\$118,359	\$135,829
Buildings & Facility - O & M	\$121,689	\$212,649	\$215,981	\$210,200
Tools, Supplies & Equip.	\$9,906	\$14,089	\$8,000	\$8,000
Training Programs	\$9,575	\$16,452	\$19,900	\$19,900
Water Purchases	\$1,600	\$1,529	\$1,658	\$1,730
Insurance	\$59,508	\$88,627	\$135,585	\$184,594
Supplies & Services	-\$238	\$7,043	\$12,000	\$12,000
Depreciation	\$2,904,579	\$3,244,704	\$2,886,029	\$3,198,916
Technology ISF	\$46,133	\$43,134	\$16,505	\$16,425
Total Supplies & Services:	\$3,357,617	\$3,949,727	\$3,540,297	\$3,906,804
Capital Acquisitions				
Equipment	\$0	\$0	\$0	\$5,333
Total Capital Acquisitions:	\$0	\$0	\$0	\$5,333
Total Expense Objects:	\$4,175,464	\$4,784,103	\$4,817,334	\$5,253,401

Water Treatment

SERVICE DESCRIPTION

Responsible for providing safe drinking water, sustaining system pressure, and maintaining adequate storage to meet the water needs of the citizens of Yuba City. Water is treated to meet all state and federal regulations in the most economic and efficient means possible. The Water Treatment Plant is staffed 24/7 by highly trained, state-certified operators and supported by a team of maintenance mechanics.

STRATEGIC ISSUES

1. **Regulations:** The water supply industry is facing increasingly stringent regulations that require increased process control, monitoring, analysis of water at lower chemical detection limits. Improvements are continually being made to the water system to comply with current and impending regulatory requirements.
2. **Resource Management:** Continue to secure and maintain our water resources throughout all climate conditions with water loss management, conservation programs, operational efficiencies, and financially prudent opportunities for the purchase and sale of water.
3. **Sense of Community:** Yuba City is known for providing high-quality water. One reason a new citizen or business may choose to live in Yuba City is the drinking-water quality. Every effort is made to keep water rates as low as possible for our customers.
4. **Organizational Development:** Continued training of operations and maintenance staff is essential in order to meet new and changing regulations, increase efficiency, and further professional development.
5. **Quality Service Delivered:** Customers depend on us to ensure that the water delivered to their homes and businesses is safe and meets drinking-water standards. The health and safety of our customers is our highest priority.
6. **Use of Technology:** The Water Treatment team is committed to utilizing and managing modern technology in the most cost-effective manner possible.
7. **Modern Infrastructure:** Regular maintenance and continuous improvements to the water system are imperative to ensure that our infrastructure is able to meet current and future water-system demands.
8. **Prudent Financial Management:** The operations and Capital Improvement Project budgets are reviewed, revised, and evaluated on a regular basis to ensure responsible fiscal management.

FY 2022 – 2023 ACCOMPLISHMENTS

- Provided 4.5 billion gallons of high-quality water to our Yuba City customers.
- Maintained appropriate chlorine residuals at all water service customer connections.
- 100% of all distribution-system bacteriological test results were negative.
- Operations staff continued to obtain higher treatment, conservation, and distribution system certifications.
- Staff gave Water Treatment Plant tours to local schools and various groups.
- Met peak-hour and peak-day water use demands.
- Continued to populate and utilize our computerized maintenance management software, FIIX.
- Continued to populate and utilize our computerized data management software, WIMS.
- Responded to all water quality inquiries the same day as they were received.
- Met all federal and state primary and secondary standards.
- Replaced all four conventional filtration effluent valves and a backwash valve.
- Started construction on Well #2 extraction well to utilize during drought conditions.

FY 2023 – 2024 INITIATIVES

- Continue providing safe, clean, potable water that meets or exceeds state standards to City water customers.
- Continue to meet peak-hour and peak-day water use demands.
- Continue to ensure that all water quality inquiries are responded to within 24 hours.
- Continue to promote the City's water conservation programs and manage operations of the Water Treatment Plant to conserve water.
- Continue water conservation efforts to meet at least the state water allocation thresholds.
- Continue to work on reducing the City's water loss.

- Increase staff training to acquire current technological, operational, and regulatory knowledge.
- Repair structural concrete leaks.
- Replace an old service meter with a more accurate electromagnetic meter.
- Complete the construction of the Well #2 extraction well.
- Start the design of a new Aquifer Storage Recovery well (ASR).
- Begin the process to upgrade the plant electrical and telemetry system.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. **Water Loss:** In a collaborated effort with the Public Works Water Distribution Division, we will determine the causes of water loss, make every effort to correct these causes, and lower the water loss over the long term to 5%.
2. **Water Conservation:** Try to meet or exceed 20% using 5,586 MG in 2013 as the benchmark.
3. **Bacteriological Testing:** Reach a goal of 100% negative results on distribution-system bacteriological testing.

Performance Measure	2021	2022	2023
	2022	2023	2024
	Actual	Actual	Target
Measure 1 - Water Loss (calendar year)	12%	16%	5%
Measure 2 - Water Conservation (Calendar year)	17%	20%	20%
Measure 3 - Bacteriological Testing	>99%	100%	100%

Water Treatment

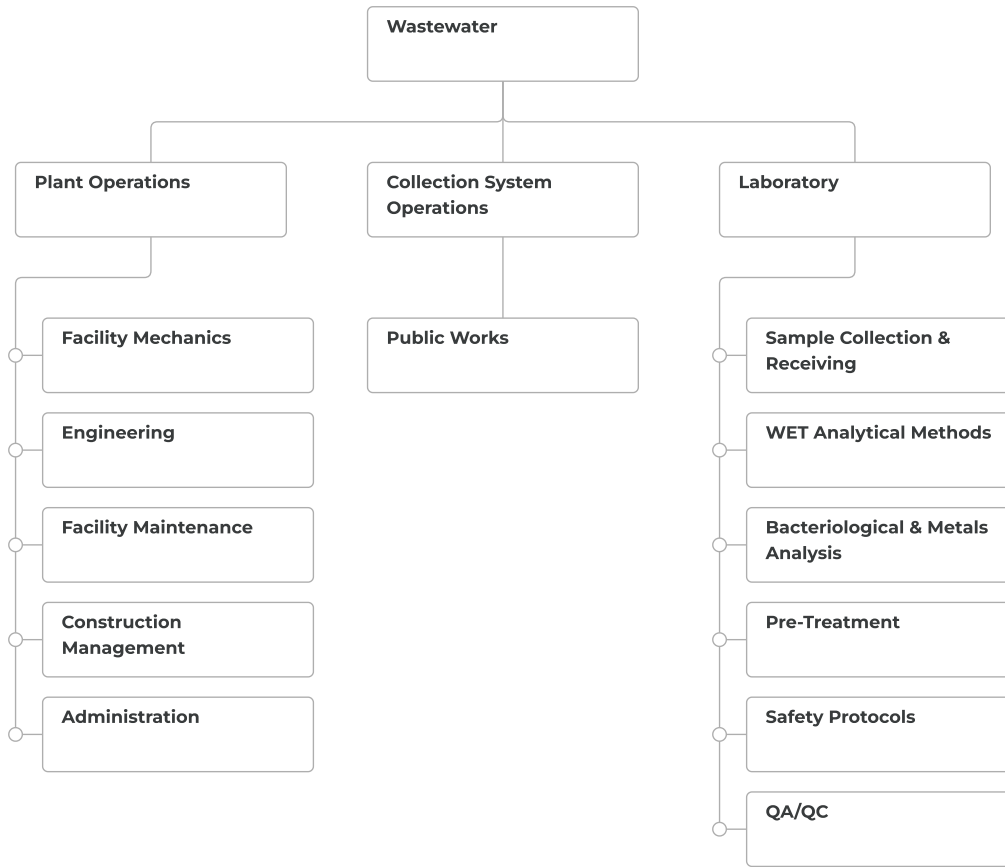
507-7120

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$1,135,544	\$1,343,617	\$1,687,170	\$1,642,660
Extra Help	\$15,311	\$15,793	\$15,000	\$15,000
Overtime	\$67,672	\$88,560	\$80,500	\$83,664
Total Benefits	\$780,958	\$796,821	\$784,128	\$782,039
Total Salaries & Wages:	\$1,999,485	\$2,244,791	\$2,566,798	\$2,523,363
Supplies & Services				
Heat & Power	\$1,048,354	\$1,061,273	\$760,883	\$1,770,190
Telephone	\$14,085	\$11,032	\$12,713	\$12,757
Postage & Freight	\$303	\$786	\$2,500	\$2,500
Advertising	\$0	\$1,561	\$2,500	\$2,500
Forms & Supplies	\$3,921	\$4,892	\$8,600	\$8,600
Printing & Binding	\$1,012	\$4,975	\$5,000	\$9,000
Professional Services	\$218,741	\$272,937	\$453,163	\$364,100
Professional Development	\$14,888	\$6,800	\$19,276	\$10,000
Dues & Subscriptions	\$151,767	\$127,861	\$170,000	\$170,000
Rental-Bldgs./Equip/Land	\$455	\$577	\$2,000	\$2,000
Special Equipment - O & M	\$303,175	\$297,397	\$491,257	\$389,987
Vehicle - O & M	\$29,760	\$36,343	\$34,679	\$56,321
Buildings & Facility - O & M	\$107,013	\$97,972	\$170,700	\$170,700
Chemicals	\$478,128	\$449,623	\$785,000	\$850,000
Tools, Supplies & Equip.	\$3,532	\$10,062	\$9,836	\$9,836
Training Programs	\$9,571	\$11,452	\$28,000	\$28,000
Water Purchases	\$1,252,935	\$1,324,338	\$1,500,618	\$1,500,789
Insurance	\$130,838	\$187,662	\$242,052	\$352,856
Supplies & Services	\$12,679	\$20,896	\$25,000	\$25,000
Bad Debt Expense	\$0	\$279,320	\$0	\$0
Depreciation	\$2,059,211	\$2,120,442	\$2,048,232	\$2,111,580
Debt Service	\$53,011	\$46,056	\$45,198	\$41,404
Technology ISF	\$40,872	\$37,351	\$109,947	\$108,932
Total Supplies & Services:	\$5,934,250	\$6,411,608	\$6,927,155	\$7,997,052
Capital Acquisitions				
Equipment	\$0	\$0	\$52,926	\$0
Total Capital Acquisitions:	\$0	\$0	\$52,926	\$0
Operating Transfers				
Operating Transfers	\$3,756,007	\$3,555,625	\$3,906,379	\$4,413,622
Total Operating Transfers:	\$3,756,007	\$3,555,625	\$3,906,379	\$4,413,622

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Total Expense Objects:	\$11,689,742	\$12,212,024	\$13,453,257	\$14,934,037

Wastewater

Organizational Chart



Wastewater Collection

SERVICE DESCRIPTION

Maintain over 200 miles of main sewer. Working frequently with the Engineering Division and the Wastewater Treatment Facility (WWTF) on wastewater maintenance and capital improvement projects. Performing routine maintenance tasks consisting of; servicing sewer lines, CCTV operations, management of 17 lift stations, spot repairs, and other wastewater collection infrastructure needs. Services include maintaining 112 Stonegate step system units.

FY 2022 - 2023 ACCOMPLISHMENTS

- Responded to 22 customer requests for service and cleaned 16 main sewer obstructions.
- Hydro-washed and mechanically cleaned 70 miles of sewer main.
- Closed Circuit Television (CCTV) inspected 22 miles of sewer main.
- Purchased & implemented the use of a new mini excavator to help us maintain backlot easement sewer repairs.
- Continued to address fatigued pipe in need of repair &/or replacement.
- Worked diligently with the WWTF; FOG program, -pre-treatment inspector. To improve pre-treatment measures.
- Public Works inherited the maintenance of Stonegate, we will be upgrading and going back to all OEM parts.
- We are continuing to manage our hydrogen sulfide levels with odor control tubs, "Pernickety".
- Worked with Engineering and SAK pipe through the lining rehabilitation process, where a 2,700-foot piece of 42" Techite pipe was rehabbed on Garden Hwy.
- Corrected multiple locations that were actively leaking, with I&I throughout the Collections field.
- Clark Ave backlot sewer relocates, this project is in its final stage. We will be completing all 19 homes sometime early this year.
- Working with Engineering on establishing a long-term plan for the rehabilitation of all our backyard sewer easements.
- Worked with Dukes root control on the treatment of over 3 miles of backyard sewer lines.
- Inhouse dig crew for the collection crew, as needed for small repairs.
- Enclosed two bays at the Corp Yard for more internal space for the Sewer Collections dept.

FY 2023 - 2024 INITIATIVES

- Continue to reduce the instances of sewer main blockages by increased hydro washing followed by video inspection.
- With the use of video inspection, providing the Engineering Division with accurate information for prioritization and development of a comprehensive pipe repair and replacement program.
- Reduce infiltration into the collection system with the aid of video inspection and investigation.

- Maintain monthly cleaning of the 17 lift stations and continue working on a solution to reduce odor complaints throughout the city.
- Increase the amount of footage for chemical root control.
- Continue employee training in areas of safety, professional growth, and customer service.
- The Stonegate step system is being maintained by the Public Works dept.
- Working with engineering on the bypass and the rehab at lift station 2.
- Clark ave sewer lateral relocation – The Collections crew will work diligently this year in tying in the final 14 service laterals to the new main on Clark ave.
- Putting together a plan for Taber Avenue backlot sewer main that is in poor shape. Working to install a new main.
- We are in the preliminary stages of enclosing our open bay shop to help prevent theft. This enclosure will allow us to keep equipment behind lock and key.
- Preliminary stages of taking over and maintaining all the Stonegate. Public Works has 3 individuals on standby 24 – 7 that respond to emergencies.
- Working with engineering on a 400' sewer failure on Anneka Ave.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Cleaning of Sewer Lines: Increase the number of sanitary sewer lines cleaned to 85 miles.
2. CCTV Inspection: Increase the number of sanitary sewer line inspections by Closed Circuit Television to 26 miles.
3. Root Control: Increase the number of chemically treated lines for Root Control to 3.5 miles
4. Establish a solid plan for implementing backlot sewer main repairs.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1-Cleaning of Sewer Lines	70	70	85
Measure 2-CCTV Inspection	24	19	26
Measure 3-Root Control	3	3	4
Measure 4-Backlot Sewer Main Repairs	3	4	10

Wastewater Collection

518-8110

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$354,339	\$558,995	\$600,116	\$575,181
Extra Help	\$27,917	\$9,989	\$70,000	\$70,000
Overtime	\$14,214	\$21,857	\$7,000	\$7,000
Total Benefits	\$278,316	\$304,968	\$331,626	\$286,239
Total Salaries & Wages:	\$674,787	\$895,809	\$1,008,742	\$938,420
Supplies & Services				
Telephone	\$6,053	\$5,909	\$7,500	\$7,910
Forms & Supplies	\$1,178	\$2,071	\$2,000	\$2,000
Professional Services	\$8,350	\$14,390	\$29,819	\$25,120
Professional Development	\$8,742	\$11,209	\$13,000	\$13,000
Dues & Subscriptions	\$2,900	\$5,291	\$3,400	\$3,400
Rental-Bldgs./Equip/Land	\$393	\$0	\$2,000	\$2,000
Equipment Operation & Mtnce	\$392	\$300	\$300	\$300
Special Equipment - O & M	\$13,642	\$11,048	\$15,519	\$15,519
Vehicle - O & M	\$154,865	\$219,294	\$172,222	\$194,562
Buildings & Facility - O & M	\$35,142	\$20,288	\$37,600	\$37,600
Chemicals	\$32,988	\$40,366	\$60,100	\$60,100
Tools, Supplies & Equip.	\$16,805	\$11,599	\$14,000	\$14,000
Training Programs	\$4,906	\$5,745	\$8,000	\$8,000
Water Purchases	\$1,256	\$1,200	\$1,302	\$1,867
Insurance	\$50,958	\$82,144	\$110,466	\$124,055
Depreciation	\$1,435,121	\$1,471,397	\$1,435,121	\$1,460,791
Technology ISF	\$5,000	\$5,000	\$8,498	\$9,054
Total Supplies & Services:	\$1,778,690	\$1,907,250	\$1,920,847	\$1,979,278
Capital Acquisitions				
Equipment	\$0	\$0	\$81	\$5,333
Total Capital Acquisitions:	\$0	\$0	\$81	\$5,333
Total Expense Objects:	\$2,453,477	\$2,803,059	\$2,929,670	\$2,923,031

Wastewater Treatment

SERVICE DESCRIPTION

Responsible for maintaining and operating the Wastewater Treatment Facility (WWTF) 24 hours a day, 365 days a year. The WWTF provides complete treatment of residential, commercial, and industrial wastewater before discharging to the Feather River.

STRATEGIC ISSUES

1. **Exceptional Public Health and Safety:** Health and safety for our employees and the community, remains the highest priority for the team. WWTF staff works collaboratively to solve potential health and safety concerns that may affect the community, our surrounding region, and the waters of the United States by meeting strict water-quality and discharge regulations.
2. **Sense of Community:** Staff emphasizes community outreach to enhance public understanding of the role of the WWTF within the community through facility tours and presentations to individuals, school children, educators, and community groups as part of a concerted effort to help the public see what we do and the challenges we face.
3. **High Quality of Life:** In the operations of WWTF, the team emphasizes protecting the high quality of life in the community by treating wastewater in a manner that protects public health and preserves the quality of the Feather River.
4. **Quality Service Delivery:** The team works to ensure that WWTF is a good neighbor to the residents and businesses around the perimeter of the facility. Public Works understands the importance of odor issues, noise control, and visual presence within the neighborhood.
5. **Use of Technology:** The team utilizes a combination of computer software, hardware, and instrumentation to efficiently maintain and operate the WWTF and satellite facilities, primarily through the SCADA system. The facility is enhancing its ability to integrate technological gains by developing centralized data gathering and analysis.
6. **Employee Development:** Continued emphasis on increasing employees' technical, academic, and leadership skills aids in developing a strong team and maximizes the talents of our staff. This emphasis on staff development and retention is essential to ensure that the team is prepared to meet current and future challenges.
7. **Prudent Financial Management:** It is a primary focus of the WWTF to ensure the most efficient expenditure of public funds to support current and future infrastructure needs and meet regulatory and operational requirements for the facility. Areas of

financial management includes a focus on preventative maintenance with the Asset Management Program, energy conservation, and the recently completed Wastewater Treatment Facility Improvements Project.

FY 2022-2023 ACCOMPLISHMENTS

- Processed and treated an average flow of 6.1 million gallons per day (MGD) and removed approximately 1,112 dry tons of biosolids.
- Started working on the 2024 waste discharge permit renewal.
- Installed the Point 3 temporary outfall and initialized use.
- Deep ripped and disked all six (6) percolation ponds.
- Installed a new gear drive on the east secondary clarifier.
- Continued progress on the lift station pump panel replacement project.
- Continue to uphold preventive maintenance tasks for Fiscal Year 22/23.
- Continued ongoing comprehensive training for wastewater staff.

FY 2023-2024 INITIATIVES

- Obtain and begin implementation of 2024 NPDES waste discharge permit renewal.
- Coordinate funding for the diffuser project and initiate bids for construction
- Continue to promote the City's Fly the Mission campaign through team building and leadership training.
- Provide ongoing staff training and support.
- Continuing progress on replacing RAS/WAS pumps.
- Continue to work with the Engineering Division to:
 - Improve the pond percolation access road south of pond # 6.
 - Begin design of the Ammonia side stream treatment.
 - Install new v-notch weirs and paint skimmers, and sludge arms for our clarifiers.
 - Begin design of 3rd digester and auxiliary equipment.
- Repair & resurface the west chlorine contact basin.
- Work with the Water Treatment Plant to conduct a radio telemetry study to improve communication between lift stations, storm stations, booster pump stations, and new outfall diffuser.
- We continually monitor our chemical usage of liquid oxygen and polymer to reduce costs.

Wastewater Treatment

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. **Reactive Maintenance:** Staff will continue to use the Fiix software maintenance program to further reduce expensive reactive repairs and increase the time spent on preplanned and scheduled preventative maintenance. For Fiscal Year 22/23, the maintenance team achieved their goal of reducing reactive maintenance to 9%.
2. **NPDES Permit Compliance:** Staff will continue to strive for 100% NPDES discharge permit compliance.
3. **Biosolids Production:** As part of the new WWTF upgrade, the City made improvements to the dewatering system by installing three (3) new screw presses, which will continue to reduce the production of biosolids that result from the treatment process through system efficiency improvements and process optimization. Biosolids are measured in dry metric tons per year (DMTY).

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Reactive Maintenance	15%	9%	<9%
Measure 2 - NPDES Compliance	98%	99%	>99%
Measure 3 - Biosolids Production (DMTY)	1,022	1,112	TBD

Wastewater Treatment

518-8120

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$1,565,783	\$1,663,218	\$1,985,186	\$2,026,828
Extra Help	\$35,741	\$18,703	\$24,000	\$24,000
Overtime	\$63,862	\$80,966	\$56,000	\$58,285
Total Benefits	\$1,128,616	\$1,054,884	\$1,067,867	\$983,682
Total Salaries & Wages:	\$2,794,001	\$2,817,770	\$3,133,053	\$3,092,795
Supplies & Services				
Heat & Power	\$534,691	\$474,003	\$627,819	\$645,708
Telephone	\$48,635	\$37,952	\$33,126	\$34,265
Postage & Freight	\$617	\$601	\$500	\$500
Advertising	\$0	\$490	\$1,000	\$1,000
Forms & Supplies	\$9,056	\$12,576	\$14,100	\$14,100
Printing & Binding	\$110	\$76	\$500	\$500
Professional Services	\$578,425	\$690,645	\$1,114,434	\$997,570
Professional Development	\$523	\$15,546	\$21,072	\$3,500
Dues & Subscriptions	\$124,832	\$118,380	\$121,180	\$121,180
Rental-Bldgs./Equip/Land	\$0	\$0	\$2,500	\$2,500
Equipment Operation & Mtnce	\$307	\$3,197	\$3,000	\$3,000
Special Equipment - O & M	\$489,913	\$598,283	\$627,082	\$594,359
Vehicle - O & M	\$165,376	\$206,418	\$136,486	\$110,688
Buildings & Facility - O & M	\$122,279	\$183,769	\$218,763	\$223,263
Chemicals	\$826,920	\$1,069,127	\$1,931,782	\$1,926,782
Tools, Supplies & Equip.	\$21,145	\$24,749	\$12,500	\$12,500
Training Programs	\$46,918	\$30,767	\$45,500	\$45,500
Water Purchases	\$10,273	\$9,343	\$10,025	\$10,674
Insurance	\$175,459	\$241,765	\$310,517	\$436,241
Supplies & Services	\$17,643	\$31,232	\$25,000	\$25,000
Bad Debt Expense	\$0	\$273,509	\$0	\$0
Depreciation	\$2,211,017	\$2,195,928	\$2,187,211	\$2,142,630
Debt Service	\$76,271	\$71,183	\$66,739	\$61,731
Technology ISF	\$71,363	\$74,724	\$125,400	\$126,498
FOG Program	\$0	\$7,614	\$10,000	\$10,000
Total Supplies & Services:	\$5,531,771	\$6,371,877	\$7,646,234	\$7,549,688
Capital Acquisitions				
Equipment	\$0	\$0	\$287,972	\$44,000
Total Capital Acquisitions:	\$0	\$0	\$287,972	\$44,000
Operating Transfers				

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Operating Transfers	\$4,698,253	\$4,687,387	\$4,706,330	\$5,146,681
Total Operating Transfers:	\$4,698,253	\$4,687,387	\$4,706,330	\$5,146,681
Total Expense Objects:	\$13,024,025	\$13,877,034	\$15,773,590	\$15,833,163

Laboratory

SERVICE DESCRIPTION

Operates a full-service state certified laboratory in the Yuba-Sutter area. Providing analytical testing services to City residential customers, City Departments, and other municipalities, supporting both water and wastewater systems.

STRATEGIC ISSUES

- 1. Exceptional Public Health and Safety:** The State Water Resources Control Board has certified the City laboratory in both drinking-water and wastewater analysis. Having a local laboratory certified by the State helps the City provide exceptional service to maintain public health, safety, and welfare. The onsite laboratory provides timely results which assists the Public Works Department to ensure the City remains in compliance with drinking water and wastewater regulations.
- 2. Use of Technology:** The City's state-certified laboratory is computerized to automate sample processing, data processing, report generation, and archiving. The use of technology is necessary in providing high-quality services to the public.
- 3. Modern Instrumentation:** The laboratory utilizes advanced instrumentation systems to meet regulatory and customer demands. Automated laboratory equipment operating in conjunction with the Laboratory Information Management System (LIMS) and computer network allows lab staff to quickly respond to internal and external customer needs.

FY 2022 - 2023 ACCOMPLISHMENTS

- Accomplished 98.4% accuracy rating on laboratory ELAP-certification performance evaluation samples.
- Coordinated with Water Treatment Plant staff to accomplish the goal of <0.1% positive bacteriological samples within the distribution system.
- Successfully renewed California ELAP laboratory certification.
- Completed onsite Third-Party Assessment (TPA) of laboratory operations and procedures.
- Updated Quality Assurance Manual to begin incorporating new ELAP/TNI requirements.
- Created and/or updated eight (8) Standard Operating Procedures (SOPs).
- Became ELAP certified for metals analysis in drinking water and wastewater analysis by EPA 200.7 ICP-OES.
- Implemented new ongoing LOQ and LOD procedures.
- Completed metals digestion MDL study for metals analysis.

- Implemented new data analysis procedures to review and update the quality-control limits and specifications in LABWORKS.
- Supported the Wastewater Treatment Facility (WWTF) by supplying timely process control data, which enables the facility to maintain compliance with NPDES discharge permit.
- Successfully completed all NPDES permit-required compliance monitoring sampling.
- Continued professional development of laboratory staff.
- Assisted the WWTF management team with monthly, quarterly, semi-annual, and annual reporting requirements for compliance with NPDES permit.

FY 2023 - 2024 INITIATIVES

- Maintain a >95% accuracy rate performance in the annual independent blind sample evaluation studies.
- Schedule and complete the 2023 onsite TPA laboratory audit.
- Submit the California ELAP certificate renewal application on April 31, 2024.
- Update the quality assurance/quality control manual following the TNI Guidance Manual.
- Review and update the Chemical Hygiene Plan.
- Continue developing and implementing new TNI requirements.
- Develop and implement new management reviews and internal audit assessments.
- Fill vacant Quality Assurance Officer position designed to assist with implementing TNI requirements.
- Implement a new rate fee schedule for commercial laboratory services.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- 1. PE Testing Efficiency:** Maintain > 95% Performance Evaluation (PE) rate.
- 2. SOP Reviews:** Review, at minimum, four (4) SOPs for FY 2022-2023.
- 3. Lab Report Turnaround Time (TAT):** Provide laboratory customers with their completed laboratory report within 14 calendar days.

Performance Measure	2021	2022	2023
	2022	2023	2024
	Actual	Actual	Target
Measure 1 - PE Testing Efficiency	98.0%	98.4%	> 95%
Measure 2 - SOP Reviews	10	8	4
Measure 3 - Lab Report TAT (in days)	8	10	< 14

Laboratory

518-8140

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$327,841	\$327,335	\$483,281	\$484,268
Extra Help	\$0	\$0	\$5,000	\$5,000
Overtime	\$5,351	\$4,753	\$8,000	\$8,297
Total Benefits	\$191,564	\$176,921	\$188,301	\$200,278
Total Salaries & Wages:	\$524,756	\$509,009	\$684,582	\$697,843
Supplies & Services				
Telephone	\$0	\$0	\$0	\$1,231
Postage & Freight	\$4,866	\$4,582	\$6,700	\$6,700
Forms & Supplies	\$3,917	\$4,567	\$4,100	\$4,100
Professional Services	\$227,405	\$172,494	\$290,994	\$226,000
Professional Development	\$1,667	\$2,447	\$2,500	\$4,500
Dues & Subscriptions	\$5,795	\$27,268	\$25,000	\$25,000
Special Equipment - O & M	\$141,210	\$169,931	\$200,000	\$200,000
Vehicle - O & M	\$1,326	\$7,118	\$4,761	\$1,914
Buildings & Facility - O & M	\$3,073	\$3,123	\$10,350	\$10,350
Training Programs	\$1,738	\$918	\$2,000	\$2,000
Insurance	\$34,289	\$46,708	\$61,762	\$105,106
Supplies & Services	\$8,146	\$2,255	\$1,134	\$15,000
Depreciation	\$75,822	\$32,147	\$69,881	\$31,712
Technology ISF	\$0	\$0	\$10,840	\$10,762
Total Supplies & Services:	\$509,254	\$473,558	\$690,022	\$644,375
Capital Acquisitions				
Equipment	\$0	\$0	\$78,866	\$56,500
Total Capital Acquisitions:	\$0	\$0	\$78,866	\$56,500
Total Expense Objects:	\$1,034,011	\$982,567	\$1,453,470	\$1,398,718

Environmental Compliance

SERVICE DESCRIPTION

Responsible for the ongoing and increasing regulatory compliance needs regarding local, state, and federal environmental regulations and programs for the operation of the City's water, wastewater, and stormwater systems.

FY 2022-2023 ACCOMPLISHMENTS

- Submitted the Report of Waste Discharge and associated documents to the Central Valley Regional Waste Quality Control Board as required under the WWTF National Pollutant Discharge Elimination System permit.
- Oversaw permit applications for the installation and operation of the WWTF Temporary Outfall Pipeline project.
- Submitted an application for State Revolving Fund assistance for the WWTF Effluent Outfall Diffuser Project
- Continue to oversee and implement the Fats, Oils, and Grease (FOG) program.
- Completed more than 110 FOG-related inspections to ensure compliance with City Sewer Use Ordinance.
- Developed outreach brochures to educate residents on ways to prevent contamination of rivers through storm drains.
- Completing all required Significant Industrial User (SIU) annual inspections and monitoring.
- Implemented Enforcement Response Plan (ERP) as necessary to ensure industrial user compliance with discharge requirements.
- Provided guidance to a significant industrial user to improve the facility's compliance with discharge requirements through pretreatment equipment upgrades.
- Updated the City's stormwater website to include information on prevention of stormwater contamination.
- Conducted public outreach regarding less toxic pest control methods and actions that can be taken to reduce the presence of pesticides in surface waters.
- Developed stormwater outreach brochures to educate Food Service Establishments (FSEs) on contamination of rivers through storm drains located at their restaurants

FY 2023-2024 INITIATIVES

- Expand public outreach to the community with additional materials and campaigns.
- Develop outreach material for Environmental Compliance webpage updates.
- Work toward developing a preferred pumper program for licensed grease haulers.
- Conduct a survey to determine whether additional businesses need to be regulated as Significant Industrial Users under the Pretreatment Program.
- Continue efforts to reduce the volume of trash discharged from the City stormwater system into the Feather River.
- Negotiate upcoming National Pollutant Discharge Elimination System (NPDES) permit requirements for the continued WWTF discharge into the Feather River.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- SIU Site Inspections:** Conduct all required Significant Industrial User (SIU) site inspections to maintain compliance with federal and state regulations.
- FOG Inspections:** Conduct 125 FOG inspections throughout the fiscal year. This will help reduce Sanitary Sewer Overflows and reduce costs associated with cleaning the wastewater collection system.
- Stormwater:** Conduct one training session on stormwater pollution identification and prevention for City employees.

Performance Measure	2021	2022	2023
	2022 Actual	2023 Actual	2024 Target
Measure 1 - SIU Site Inspections	6	6	6
Measure 2 - FOG Inspections	110	> 110	125
Measure 3 - Stormwater Trainings	1	3	1

Environmental Compliance

518-8130

Name	FY2021 Actual	FY2022 Actual	FY2023 Amended Budget	FY2024 Budgeted
Expense Objects				
Salaries & Wages				
Salaries & Wages	\$87,732	\$176,686	\$301,958	\$317,316
Extra Help	\$676	\$0	\$0	\$0
Overtime	\$38	\$0	\$750	\$750
Total Benefits	\$59,098	\$107,416	\$124,438	\$132,915
Total Salaries & Wages:	\$147,544	\$284,102	\$427,146	\$450,981
Supplies & Services				
Wastewater Pretreatment		\$6,267		\$0
Telephone	\$1,016	\$1,032	\$1,369	\$1,205
Postage & Freight	\$341	\$93	\$300	\$300
Advertising	\$581	\$0	\$500	\$500
Forms & Supplies	\$39	\$1,123	\$600	\$600
Professional Services	\$13,889	\$17,963	\$30,895	\$29,000
Professional Development	\$1,551	\$1,639	\$4,500	\$4,500
Dues & Subscriptions	\$8,659	\$4,313	\$14,000	\$14,000
Special Equipment - O & M	\$2,647	\$2,819	\$9,000	\$9,000
Buildings & Facility - O & M	\$0	\$0	\$250	\$1,000
Tools, Supplies & Equip.	\$0	\$0	\$2,000	\$2,000
Training Programs	\$0	\$38	\$750	\$1,250
Insurance	\$11,201	\$33,762	\$44,754	\$68,198
Technology ISF	\$3,888	\$4,082	\$1,490	\$1,767
FOG Program	\$0	\$1,709	\$20,000	\$20,000
Total Supplies & Services:	\$43,813	\$74,839	\$130,408	\$153,320
Total Expense Objects:	\$191,357	\$358,941	\$557,554	\$604,301



Special Revenue

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	1,420,178	1,984,321	1,896,990	1,321,484	(87,331)	-4.4%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	9,036,340	5,415,941	42,591,023	13,967,540	37,175,082	686.4%
Total	\$ 10,456,518	\$ 7,400,262	\$ 44,488,014	\$ 15,289,023	\$ 37,087,751	501.2%

Summary

CDBG Program	\$ 1,055,052	\$ 631,800	\$ 628,600	\$ 567,759
CDBG-CV	6,563	818,154	500,900	-
CDBG Housing RLF	-	1,417	25,000	25,000
Streets and Roads	6,091,418	1,938,650	25,592,675	4,267,200
Transportation Development Act	896,836	903,363	5,803,073	1,980,740
Traffic Safety	200,000	140,000	151,239	150,000
Lighting & Landscape Maint. Districts	849,202	739,797	863,355	771,328
Development Impact Fees	1,110,668	1,285,631	9,193,103	374,416
Budget Stabilization Reserves	-	593,556	1,508,387	6,940,000
HOME Program	17,817	169,954	50,000	50,000
Suspended Traffic Offender Program	125,000	75,000	75,000	75,000
Residential Street Lighting	103,963	102,942	96,682	87,581
Total	\$ 10,456,518	\$ 7,400,262	\$ 44,488,014	\$ 15,289,023

Housing

SERVICE DESCRIPTION

The primary objective of Housing is to develop viable urban communities by providing decent, affordable housing to individuals and families of low and moderate income; to create a suitable living environment; and to expand economic opportunities for the benefit of low- and moderate-income persons. The provision of housing is made through various programs, including the Community Development Block Grant (CDBG), First-Time Homebuyer Program, Owner-Occupied Rehabilitation Program, and the Permanent Local Housing Allocation (PLHA) program.

FY 2022-2023 ACCOMPLISHMENTS

- Provided households with assistance for ADA home modifications through FREED Center for Independent Living.
- Supported Habitat for Humanity Yuba/Sutter by helping fund their Exterior Home Repair Program.
- Began new partnership with the administration of the City's First-Time Homebuyer and Owner-Occupied Housing Rehabilitation loan programs with Habitat for Humanity.
- Sponsored consolidated homeless assistance services through the Sutter-Yuba Homeless Consortium to be able to assist homeless persons (families and veterans).
- Assisted Sutter County with administrative funding support for a safe location for homeless persons to camp overnight.

FY 2023-2024 INITIATIVES

- Fund and promote the Housing Rehabilitation program in an effort to increase the supply of decent, safe and affordable housing.
- Support collaborative partnerships with non-profit housing developers to increase the supply of low- and moderate-income rental housing.
- Collaborate with local homeless service providers through the Continuum of Care process for homelessness on how to better serve and meet the needs of the homeless in our community.
- Prepare and adopt the 2023 CDBG Annual Action Plan with increased support and participation from the community.
- Seek opportunities to support and promote programs that assist domestic violence victims, the homeless, seniors, and youths.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Provide funding for housing rehabilitation for homeowners who are of low and moderate income.
2. Maintain existing housing stock for persons who are of low and moderate income by issuing two CDBG Housing Rehabilitation loans.
3. Maintain one public service provider providing public services for persons who are predominantly low-income, including homeless, seniors, at-risk youth, disabled persons and victims of domestic violence.
4. Implement pro-housing measures of the City's Housing Element, including rezones and creating pathways to permitting ADUs.
5. Promote the First-Time Homebuyer Program (once the State reimplements the program), assisting new borrowers with purchasing their first homes.

Performance Measure	2021 2022 Actual	2022 2023 Actual	2023 2024 Target
Measure 1 - Rehabilitation Loan	0	0	2
Measure 2 - CDBG Housing Units Rehabilitation	0	1	2
Measure 3 - CDBG Public Service Programs	1	2	3
Measure 4 - CDBG Infrastructure Projects	2	3	3
Measure 5 - First Time Home Buyer Program Loans	1	1	2

CDBG Program

204-63xx

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
627	Professional Services		126,400	94,300	52,700
653	Program Expenses	351,203	180,400	224,300	305,059
655	CIP Project Expenses	703,849	325,000	310,000	210,000
Supplies & Services Sub - Total		1,055,052	631,800	628,600	567,759
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		-	-	-	-
Total Appropriations		\$ 1,055,052	\$ 631,800	\$ 628,600	\$ 567,759

CDBG Housing RLF

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	1,417	25,000	25,000	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	\$ -	\$ 1,417	\$ 25,000	\$ 25,000	\$ -	0.0%

Financing Sources

CDBG Housing RLF	-	1,417	25,000	25,000
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CDBG-CV Program

207-60xx

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
627	Professional Services	6,563	18,438	-	-
653	Program Expenses	-	664,993	500,900	-
655	CIP Project Expenses	-	134,723	-	-
Supplies & Services Sub - Total		6,563	818,154	500,900	-
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		-	-	-	-
Total Appropriations		\$ 6,563	\$ 818,154	\$ 500,900	\$ -

HOME Program

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	17,817	169,954	50,000	50,000	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	\$ 17,817	\$ 169,954	\$ 50,000	\$ 50,000	\$ -	0.0%

Financing Sources

Home Program	17,817	169,954	50,000	50,000
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Streets and Roads

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	6,091,418	1,938,650	25,592,675	4,267,200	(21,325,475)	-83.3%
Total	\$ 6,091,418	\$ 1,938,650	\$ 25,592,675	\$ 4,267,200	\$ (21,325,475)	-83.3%

Financing Sources

Streets & Roads Fund	6,091,418	1,938,650	25,592,675	4,267,200
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Transportation Development Act

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2021-22 to 2022-23	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	896,836	903,363	5,803,073	1,980,740	(3,822,333)	-65.9%
Total	\$ 896,836	\$ 903,363	\$ 5,803,073	\$ 1,980,740	\$ (3,822,333)	-65.9%

Financing Sources

TDA Funds	896,836	903,363	5,803,073	1,980,740
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Traffic Safety

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	-	1,239	-	(1,239)	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	200,000	140,000	150,000	150,000	-	0.0%
Total	\$ 200,000	\$ 140,000	\$ 151,239	\$ 150,000	\$ (1,239)	-0.8%

Financing Sources

Traffic Safety Fund	200,000	140,000	151,239	150,000
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Suspended Traffic Offender Program (STOP)

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	125,000	75,000	75,000	75,000	-	0.0%
Total	\$ 125,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%

Financing Sources

Suspended Traffic Offender Program	125,000	75,000	75,000	75,000
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Lighting & Landscape Maintenance Districts (LLMD)

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	590,409	468,792	542,261	531,487	(10,774)	-2.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	258,793	271,005	321,094	239,841	(81,253)	-25.3%
Total	\$ 849,202	\$ 739,797	\$ 863,355	\$ 771,328	\$ (92,027)	-10.7%

Financing Sources

Lighting & Landscape Maint. Districts	849,202	739,797	863,355	771,328
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Residential Street Lighting

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	93,756	92,249	94,375	85,622	(8,753)	-9.3%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	10,207	10,693	2,307	1,959	(348)	-15.1%
Total	\$ 103,963	\$ 102,942	\$ 96,682	\$ 87,581	\$ (9,101)	-9.4%

Financing Sources

Residential Street Lighting	103,963	102,942	96,682	87,581
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Development Impact Fees

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Adopted Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	360,431	261,679	364,616	324,316	(40,300)	-11.1%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds *	750,237	1,023,951	8,828,488	50,100	(8,778,388)	-99.4%
Total	\$ 1,110,668	\$ 1,285,631	\$ 9,193,103	\$ 374,416	\$ (8,818,688)	-95.9%

Financing Sources

Dev. Impact Fees Fund	1,110,668	1,285,631	9,193,103	374,416
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*Note: Subject to change based upon approved Capital Improvement Program approved projects requiring funding.

H.R. 1319 American Rescue Plan

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Proposed Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	593,556	1,508,387	6,940,000	5,431,613	360.1%
Total	\$ -	\$ 593,556	\$ 1,508,387	\$ 6,940,000	\$ 5,431,613	360.1%

Financing Sources

Budget Stabilization Reserves	-	593,556	1,508,387	6,940,000
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Internal Service Funds

BUDGET SUMMARY

	Actual Expenditures 2020-21	Actual Expenditures 2021-22	Adopted/Amended Budget 2022-23	Proposed Budget 2023-24	Change From Year 2022-23 to 2023-24	% Change
Full Time Equivalent Positions	4.10	4.00	4.00	4.00	0.0	0.0%
Salaries & Benefits	\$ 447,838	\$ 499,733	\$ 495,317	\$ 482,181	\$ (13,136)	-2.7%
Supplies & Services	8,124,661	8,574,321	9,886,626	11,046,497	1,159,871	11.7%
Capital Acquisitions	755,673	1,495,331	1,330,089	1,868,500	538,411	40.5%
Total	\$ 9,328,172	\$ 10,569,385	\$ 11,712,032	\$ 13,397,178	\$ 1,685,146	14.4%

Summary

Employee Benefits	\$ 3,676,333	\$ 3,599,305	\$ 3,804,500	\$ 3,740,642
Dental/Vision Plan	510,630	476,184	530,000	535,000
Disability Program	128,308	35,802	100,000	100,000
General Liability	1,311,670	1,778,599	2,893,500	3,359,684
Workers Compensation	1,561,005	1,462,376	1,156,000	1,200,000
Vehicle Maintenance	974,941	1,152,169	1,025,202	1,012,125
Vehicle Replacement	565,624	1,103,882	780,276	2,340,713
Technology Replacement	599,661	961,067	1,422,554	1,109,014
Total	\$ 9,328,172	\$ 10,569,385	\$ 11,712,032	\$ 13,397,178

Dental/Vision Plan

603-6512

Appropriation Line-Item	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612 Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613 Extra Help	-	-	-	-
615 Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total	-	-	-	-
627 Professional Services	19,546	19,527	20,000	25,000
644 Insurance	491,084	456,657	510,000	510,000
Supplies & Services Sub - Total	510,630	476,184	530,000	535,000
692 Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total	-	-	-	-
Total Appropriations	\$ 510,630	\$ 476,184	\$ 530,000	\$ 535,000

Disability Program

604-6520

Appropriation Line-Item	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612 Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613 Extra Help	-	-	-	-
615 Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total	-	-	-	-
644 Insurance	128,308	35,802	100,000	100,000
Supplies & Services Sub - Total	128,308	35,802	100,000	100,000
692 Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total	-	-	-	-
Total Appropriations	\$ 128,308	\$ 35,802	\$ 100,000	\$ 100,000

Employee Benefits

601-6521

Appropriation Line-Item	Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612 Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613 Extra Help	-	-	-	-
615 Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total	-	-	-	-
625 Forms & Supplies	10,560	10,639	12,000	12,000
627 Professional Services	49,227	(64,338)	48,300	48,300
644 Insurance	3,616,546	3,653,004	3,744,200	3,680,342
Supplies & Services Sub - Total	3,676,333	3,599,305	3,804,500	3,740,642
692 Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total	-	-	-	-
Total Appropriations	\$ 3,676,333	\$ 3,599,305	\$ 3,804,500	\$ 3,740,642

General Liability

605-6535

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
627	Professional Services	-	-	-	-
643	Insurance	1,303,243	1,748,131	2,873,500	3,339,684
644	Paid Claims	8,427	30,468	20,000	20,000
Supplies & Services Sub - Total		1,311,670	1,778,599	2,893,500	3,359,684
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		-	-	-	-
Total Appropriations		\$ 1,311,670	\$ 1,778,599	\$ 2,893,500	\$ 3,359,684

Workers Compensation

607-6555

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
627	Professional Services	-	-	25,000	25,000
644	Insurance	1,561,005	1,462,376	1,131,000	1,175,000
Supplies & Services Sub - Total		1,561,005	1,462,376	1,156,000	1,200,000
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		-	-	-	-
Total Appropriations		\$ 1,561,005	\$ 1,462,376	\$ 1,156,000	\$ 1,200,000

Vehicle Maintenance

619-6605

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ 245,692	\$ 297,595	\$ 310,102	\$ 308,947
613	Extra Help	15,607	15,029	10,500	10,500
614	Overtime	7,683	7,293	6,000	6,000
615	Total Benefits	178,856	179,816	168,715	156,734
Salaries & Benefits Sub - Total		447,838	499,733	495,317	482,181
621	Heat & Power	8,808	8,824	8,500	8,500
622	Telephone	2,560	2,697	3,371	5,187
623	Postage & Freight	49	118	100	100
625	Forms & Supplies	655	767	600	600
626	Printing & Binding	-	37	150	150
627	Professional Services	37,131	32,623	45,730	42,730
628	Professional Development	(630)	2,908	2,093	2,093
631	Dues & Subscriptions	175	366	350	5,500
633	Office Equipment - O & M	-	1,020	1,000	1,000
634	Special Equipment - O & M	2,395	7,737	2,796	2,796
635	Vehicle - O & M	425,587	475,429	417,110	408,471
636	Buildings & Facility - O & M	14,797	9,318	12,500	15,500
638	Small Tools & Supplies	9,103	17,088	8,895	8,895
639	Training Programs	4,213	1,910	4,530	4,530
643	Insurance	5,265	8,092	11,660	11,444
651	Reimbursable	-	111	-	-
658	Technology ISF	8,571	8,423	10,500	12,448
Supplies & Services Sub - Total		518,679	577,468	529,885	529,944
692	Capital Acquisitions	8,424	74,968	-	-
Acquisitions Sub - Total		8,424	74,968	-	-
Total Appropriations		\$ 974,941	\$ 1,152,169	\$ 1,025,202	\$ 1,012,125
649	Note: Depreciation	\$ 8,270	\$ 10,783	\$ 8,270	\$ 10,783

Vehicle Replacement

620-6610

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
625	Forms & Supplies	4,232	4,088	5,000	5,000
632	Rental-Bldgs/Equip./Land	-	627	-	-
635	Vehicle & Special Equip.	(775)	6,309	100,000	384,723
638	Tools, Supplies, Equip. <5k	518	518	-	-
652	Debt Service	-	40,259	45,687	359,490
Supplies & Services Sub - Total		3,975	51,801	150,687	749,213
694	Capital Acquisitions	561,649	1,052,081	629,589	1,591,500
Acquisitions Sub - Total		561,649	1,052,081	629,589	1,591,500
Total Appropriations		\$ 565,624	\$ 1,103,882	\$ 780,276	\$ 2,340,713
649	Note: Depreciation	\$ 686,672	\$ 654,366	\$ 619,432	\$ 635,080

Technology Replacement

622-6630

Appropriation Line-Item		Actual 2020-21	Actual 2021-22	Adopted/ Amended 2022-23	Adopted 2023-24
612	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		-	-	-	-
622	Telephone	54,734	65,146	65,464	65,464
627	Professional Services	8,125	6,125	100,000	100,000
628	Travel & Meeting	-	-	-	-
633	Office Equipment - O & M	268,385	226,271	244,950	364,250
638	Small Tools & Supplies	82,818	295,244	311,640	302,300
639	Training Programs/Aids	-	-	-	-
Supplies & Services Sub - Total		414,061	592,785	722,054	832,014
692	Capital Acquisitions	185,600	368,282	700,500	277,000
Acquisitions Sub - Total		185,600	368,282	700,500	277,000
Total Appropriations		\$ 599,661	\$ 961,067	\$ 1,422,554	\$ 1,109,014
649	Note: Depreciation	\$ 353,239	\$ 324,364	\$ 340,368	\$ 324,039



CAPITAL ACQUISITIONS

Capital Acquisition Budget FY 2023-24

General Fund - 100						
No.	Account	Division/Program	Description of Acquisition	Replacement/New Addition	Quantity	Budgeted Amount
PW-2401	3130	Streets Maintenance	Message Board	New Addition	1	5,333
Total General Fund						5,333
Vehicle Replacement Fund - 620						
No.	Account	Division/Program	Description of Acquisition	Replacement/New Addition	Quantity	Budgeted Amount
VRF-2401	1541	Facilities	Ford F-250 Utility Truck	New Addition	1	16,800
VRF-2402	1910	Planning	Ford Escape or Small SUV	New Addition	1	6,600
VRF-2403	5105	Parks	61" zero Turn Mower with Catcher	Replacement	1	31,000
VRF-2404	3130	Streets	Freightliner 10 Yard Dump Truck	Replacement	1	195,000
VRF-2405	2310	Fire Operations	Ford F-250 Utility Vehicle/Back-up BC Rig	Replacement	1	18,000
VRF-2406	2310	Fire Operations	Type III 4-wheel drive BME Wildland Engine	Replacement	1	424,500
VRF-2407	2120	Police	Patrol Vehicles	Replacement	8	568,000
VRF-2408	2120	Police	Patrol Vehicles-School Resource Officer	Replacement	2	178,000
VRF-2409	7110	Water Distribution	Ford F-550 with 3/4 Dump Bed	Replacement	1	21,000
VRF-2410	7110	Water Distribution	Freightliner 10 Yard Dump Truck	Replacement	1	195,000
VRF-2411	8120	WW Treatment Facility	4x4 F-150 Trucks	Replacement	2	20,880
Total Vehicle Replacement Fund						1,674,780
Technology Replacement Fund - 622						
No.	Account	Division/Program	Description of Acquisition	Replacement/New Addition	Quantity	Budgeted Amount
IT-2401	6630	Information Technology	Network Switch for GAP	New Addition	1	\$ 7,000
IT-2402	6630	Information Technology	Network switch for City Hall	New Addition	1	75,000
IT-2403	6630	Information Technology	Battery Backup for City Hall	New Addition	1	20,000
IT-2404	6630	Information Technology	Battery Backup for 911 Server Room	New Addition	1	20,000
IT-2405	6630	Information Technology	Battery Backup for YCPD Server Room	New Addition	1	20,000
IT-2406	6630	Information Technology	Video Surveillance System for City Hall	New Addition	1	40,000
IT-2407	6630	Information Technology	Video Conferencing Equipment for Fire	New Addition	1	50,000
IT-2408	6630	Information Technology	Police Mobile & Handheld Radios	New Addition	1	45,000
Total Technology Replacement Fund						277,000
Water Fund - 507						
No.	Account	Division/Program	Description of Acquisition	Replacement/New Addition	Quantity	Budgeted Amount
PW-2401	7110	Water Distribution	Message Board	New Addition	1	5,333
Total Water Fund						5,333
Wastewater Fund - 518						
No.	Account	Division/Program	Description of Acquisition	Replacement/New Addition	Quantity	Budgeted Amount
PW-2401	8110	Wastewater Collection	Message Board	New Addition	1	5,333
WWTF-2402	8120	WW Treatment Facility	Chlorination Analyzers (3) & Sodium Bisulfite Analyzer (1)	Replacement	4	44,000
WWTF-2403	8140	Laboratory	Analytical Balance	Replacement	1	15,000
WWTF-2404	8140	Laboratory	Autoclave	Replacement	1	20,000
WWTF-2405	8140	Laboratory	Clean Air Hood	Replacement	1	15,000
WWTF-2406	8140	Laboratory	Muffle Furnace	Replacement	1	6,500
Total Wastewater Fund						105,833
Total Citywide						\$ 2,068,280

CAPITAL IMPROVEMENTS

Capital Improvement Program

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is the City's comprehensive multi-year plan for the development of the City's capital facilities and improvements. The plan outlines the capital projects that are expected to take place over the next five years. Capital projects usually involve high costs, take a year or more to complete, and result in the creation of a capital asset.

The process of CIP preparation begins in January with key department heads and managers participating. The management staff develops their CIP proposals to satisfy the needs of the City while still working within the available resources of the operating funds that they would be drawing on. The updated plan is then presented to the Planning Commission and City Council for review and approval.

The CIP budget document produced for the fiscal year 2022-2027 is presented under separate cover and may be viewed at <http://www.yubacity.net/finance/budgets-cafrs.htm>.

CIP FORMAT

The Capital Improvement Program is divided into eight main sections: Summary Schedules, General Projects, Facilities Projects, Community Services Projects, Public Safety Projects, Streets Projects, Water Utility Projects, and Wastewater Utility Projects.

The Summary Schedules section includes a summary of CIP projects by Fund. The lead department is noted and funding is broken down into carryover funds, FY 2023-24 funds and total project funds. Carryover balances include any unspent funds appropriated in prior budget years intended for use in the current fiscal year.

The Projects sections are grouped by type as listed above, beginning with a summary of each section. Noted on each project sheet are the project title, estimated start and completion dates, project number, scope, project manager, and the lead department responsible for the completion and management of the project. The detailed descriptions for each project include tables identifying funding sources (multiple, if applicable) over all project years, and the anticipated annual impact on the operating budget when applicable.

A brief overview of major projects within each fund is outlined below.

GENERAL PROJECTS

The City has committed itself to dedicating the necessary long-term capital funding to improve the quality of life in Yuba City. Within the General Projects category, the current year budget

reflects an effort to provide funding for high priority projects. Funding is allocated to the following major projects for FY 2023-24:

- Enterprise resource planning (ERP) system replacement with a focus on accounting, recruiting, and payroll, \$1.4 million, with potential implementation costs that include hiring General Fund extra help;
- General Plan Implementation and Future Update, \$1.3 million, with no anticipated annual impact on the operating budget;
- Citywide Accela Software upgrades, \$0.3 million, with no anticipated annual impact on the operating budget.

FACILITIES PROJECTS

The Facilities Projects category focus for FY 2023-24 begins to be forward-looking with facility expansion and improvements. The following is a list of the more notable current and future-year projects:

- Improvements to Buildings and Grounds, \$300,000 of carryover funds with an additional allotment of \$200,000; anticipated annual impact on the operating budget of \$5,000 for maintenance and repair needs;
- City Hall Improvements, \$271,000 of carryover funds with an additional allotment of \$200,000; anticipated annual savings on the operating budget of \$1,000 in maintenance.

COMMUNITY SERVICES PROJECTS

Development Impact Fees is funding the largest Community Services project, Harter Parkway and Bike Connection. In FY 2023-24, the following projects are amongst some within the Community Services Projects:

- Annual Playground Replacement, \$104,000 in carryover funds with no additional allotment, with some minimal maintenance savings in the operating budget;
- Well Installations & Upgrades, \$172,000 in carryover funds with no additional allotment; anticipated annual saving on the operating budget of \$3,500 for reduced surface water use costs.

PUBLIC SAFETY PROJECTS

The public safety projects will again focus on renovation and complying with changes in state law for the 2023-24 budget year:

- Fire Station Renovation, \$71,000 of carryover funds with an additional allotment of \$285,000; minimal additional impact on the operating budget for services;

Capital Improvement Program

- Police Department Evidence Storage Building for changes in handling of personal items of those taken into custody, \$262,000 of carryover funds and an additional allotment of \$522,000, with minimal impact on the operating budget.

STREETS PROJECTS

There are several Streets Projects for Fiscal Year 2023-24 due to available Transportation Development Act funds, development impact fees, and SBI funds. Among the most notable are:

- Rehabilitation of existing and aging roads throughout the City, \$3.8 million in carryover funds with an additional allotment of \$3.3 million; and a \$2,000 annual impact on the operating budget for personnel costs;
- Sutter Bike Path Gap Closure, \$2.1 million of carryover funds, with no additional fund requested and a \$1,000 annual impact on the operating budget for services;
- Plumas Street Improvements, \$2.3 million in carryover funds with no additional funds requested and no annual impact on the operating budget.

UTILITIES

The Utilities Department has applied for and plans to continue to utilize low interest loans primarily to fund some of the following FY 2023-24 projects:

WATER UTILITY PROJECTS

- Second Groundwater Well/Aquifer Storage Recovery, \$3.3 million carryover and no additional funds requested; \$5,000 annual impact on the operating budget;
- Water Treatment Plant Electrical and Instrumentation Improvement, \$4.3 million in carryover funds and no additional allotment; the anticipated annual savings on the operating budget is \$15,000 in personnel and services;
- Construction of the water transmission line to Barry School, \$4.2 million of carryover state revolving loan funds and no additional allotment; no immediate impact on the operating budget.

WASTEWATER UTILITY PROJECTS

- Ammonia Side Stream, \$1.1 million in new funds, and no annual impact on the operating budget;
- Bogue Road Sewer Extension, \$3.5 million with no additional funds requested and no immediate impact on the operating budget;
- Harter-Bridge Sewer Trunk Connection, \$2.4 million with no additional funds requested and no immediate impact on the operating fund.

Capital Improvement - Summaries



Capital Improvement Program

Summary Schedules

City of Yuba City
Summary of Capital Improvement Program Projects
Current General Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1072	Property Abatement	130,000	208,000	75,000	75,000			488,000
1080	General Plan Implementation and Future Update	1,300,000	(400,000)	100,000	100,000	100,000	100,000	1,300,000
1221	Feather River Mill Site Development	25,000						25,000
1283	Citywide Accela/Technology Funding	80,000	112,000	50,000	50,000			292,000
1292	Citywide IT System Modernization	168,000						168,000
1294	City Welcome Signs	5,000	100,000					105,000
1308	City Clean-Up Fund		50,000					50,000
1313	ERP/HR/Payroll/Utility Billing Upgrade	1,406,000						1,406,000
		\$3,114,000	\$70,000	\$225,000	\$225,000	\$100,000	\$100,000	\$3,834,000

Sources of Funds	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General	1,480,000	(265,000)	225,000	225,000	100,000	100,000	1,865,000
Transportation Development Act							
Streets and Roads							
DIF							
Federal Grant	1,574,000						1,574,000
SRF							
CDBG							
Water							
Wastewater							
Other	60,000	335,000					395,000
	\$3,114,000	\$70,000	\$225,000	\$225,000	\$100,000	\$100,000	\$3,834,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Facilities Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1023	City Hall Improvements	271,000		200,000	200,000	200,000	200,000	1,071,000
1028	Improvements to Buildings and Grounds	300,000		200,000	200,000	200,000	200,000	1,100,000
1209	Union Pacific Railroad Property Acquisition	11,000						11,000
1321	PD Office Furniture		30,000					30,000
		\$582,000	\$30,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,212,000

Sources of Funds	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General	203,000	30,000	400,000	400,000	400,000	400,000	1,833,000
Transportation Development Act							
Streets and Roads	29,000						29,000
DIF	26,500						26,500
Federal Grant	226,000						226,000
SRF							
CDBG							
Water	21,000						21,000
Wastewater	76,500						76,500
Other							
	\$582,000	\$30,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,212,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Community Services Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1127	Capital Repl. Prog - Gaudin Aquatic Park	196,000		35,000	35,000	35,000	35,000	336,000
1207	Didar S. Bains Park Construction	103,000						103,000
1222	Annual Playground Replacement	104,000		130,000	130,000	130,000	130,000	624,000
1259	Well Installations & Upgrades	572,000		100,000	100,000	100,000	100,000	572,000
1284	CalFire Urban Forest Management Grant	88,000						88,000
1285	Sam Brannen Restroom Replacement	52,000						52,000
1287	Senior Center Building Repairs	231,000						231,000
1298	Town Center Fountain	100,000						100,000
1299	Clog Park at Moore Park	180,000	(180,000)					
1300	Sam Brannen Improvements	95,000	10,000	10,000	10,000	10,000	10,000	145,000
1305	Booe Ball Courts Sam Brannen Park	292,000						292,000
1307	Colins Corner (Maple Park)	32,000						32,000
		\$1,856,000	\$(180,000)	\$275,000	\$275,000	\$275,000	\$275,000	\$2,576,000
Sources of Funds		Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General		1,856,000	(180,000)	275,000	275,000	275,000	275,000	2,576,000
Transportation Development Act								
Streets and Roads								
DIF								
Federal Grant								
SRF								
CDBG								
Water								
Wastewater								
Other								
		\$1,856,000	\$(180,000)	\$275,000	\$275,000	\$275,000	\$275,000	\$2,576,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Public Safety Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1236	Fire Station No.2 Remodel	1,083,000						1,083,000
1237	Fire Station Repair and Renovation	71,000	285,000					356,000
1278	Police Dept Evidence Storage Building	262,000	522,000					784,000
1280	Fire Station No.4 Training Grounds	196,000	20,000					216,000
1288	Firefighter Cancer Prevention Initiative - Proper St	43,000						43,000
		\$1,655,000	\$827,000					\$2,482,000
Sources of Funds		Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General		1,350,000	547,000					1,897,000
Transportation Development Act								
Streets and Roads								
DIF								
Federal Grant		262,000						262,000
SRF								
CDBG		43,000						43,000
Water								
Wastewater								
Other			280,000					280,000
		\$1,655,000	\$827,000					\$2,482,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Streets Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1024	Striping and Marking	250,000	150,000	150,000	150,000	150,000	150,000	1,000,000
1025	Drainage Improvements	604,000	100,000	100,000	100,000	100,000	100,000	1,104,000
1027	Traffic Signals	240,000	50,000	50,000	50,000	50,000	50,000	490,000
1051	Road Rehabilitation	1,079,000	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	6,179,000
1069	Tully Parkway - Queens Ave Extension	1,906,260	(499,260)					1,407,000
1169	Bicycle Master Plan Implementation	41,000						41,000
1180	Consolidated Streetlight District-Acquisition and C	823,000						823,000
1187	Bridge Street Widening	199,000						199,000
1188	Stormwater Management Program	40,000	110,000	110,000	110,000	110,000	110,000	590,000
1190	Pavement Management System		125,000	25,000	25,000	25,000	25,000	225,000
1213	Residential Road Rehabilitation	475,000	850,000	500,000	500,000	500,000	500,000	3,325,000
1220	ADA Public Facilities Sidewalk Improvements	446,000	300,000	300,000	300,000	300,000	300,000	1,946,000
1241	Center Bore Street Light Pole Replacement Proje	100,000						100,000
1243	Bridge Street Utility Undergrounding	163,000						163,000
1255	Road Maintenance and Rehab. Account (RMRA)	2,220,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	8,970,000
1266	Sutter Bike Path Gap Closure	2,191,000						2,191,000
1268	Plumas Street Improvements	2,336,000						2,336,000
1276	Bridge Street Reconstruction Development Phase	271,000						271,000
1296	Prop 1 IRWM - Gilsizer North Detention Basin Im	500,000	260,000					760,000
1297	Prop 1 IRWM - Lincoln Road Trash Capture Proje	295,000	168,000					463,000
1301	Butte House Road Community Design Improvem	590,000						590,000
1302	Walton Avenue Improvements	897,000			5,080,000			5,977,000
1314	Citywide Signal Hardware Upgrades	114,000	457,000					571,000
1315	Roadway Safety Signing Audit and Upgrades	306,000	1,530,000					1,836,000
1316	Pedestrian Safety Crosswalk Upgrades	25,000	175,000					200,000
1317	SHS Signal Hardware Upgrades	65,000	446,000					511,000
1318	Local Roadway Safety Plan	80,000						80,000
1319	EV Charging Stations	225,000						225,000
1322	Yuba-Sutter Regional Safety Action Plan		62,000					62,000
1323	Stabler Ln - Pease Rd Intersection Improvement		60,000	270,000				330,000
		\$16,481,260	\$6,793,740	\$3,855,000	\$8,665,000	\$3,585,000	\$3,585,000	\$42,965,000

Sources of Funds	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General		35,000	35,000	35,000	35,000	35,000	175,000
Transportation Development Act	3,130,260	1,380,740	1,290,000	1,290,000	1,290,000	1,290,000	9,671,000
Streets and Roads	5,391,000	2,520,000	2,280,000	3,040,000	2,010,000	2,010,000	17,251,000
DIF	838,000						838,000
Federal Grant	1,984,000			4,050,000			6,034,000
SRF	795,000						795,000
CDBG	180,000	210,000	210,000	210,000	210,000	210,000	1,230,000
Water	126,000	20,000	20,000	20,000	20,000	20,000	226,000
Wastewater	11,000	20,000	20,000	20,000	20,000	20,000	111,000
Other	4,026,000	2,608,000					6,634,000
		\$16,481,260	\$6,793,740	\$3,855,000	\$8,665,000	\$3,585,000	\$42,965,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Water Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1092	Water Line Ext Proj & Distribution Piping Enhance	964,000	200,000					1,164,000
1093	Replacement and Major Maintenance of Water Lin	1,236,000	1,325,000					2,561,000
1094	Replace Water Service or Water Meter	205,000						205,000
1095	Fire Hydrant Relocation and Repair	148,000						148,000
1096	Water Storage Rehabilitation	832,000	250,000					1,082,000
1098	Water Capitalization Fund		100,000					100,000
1145	Groundwater Well Abandonments	534,000						534,000
1191	Second Groundwater Well	3,279,000						3,279,000
1224	WTP Electrical and Instrumentation Improvement	4,281,000						4,281,000
1227	Recurring WTP & Satellite Facility Maintenance	532,000	200,000					732,000
1248	Storm Damage Repairs to Low Lift Facility & Acce	2,000,000						2,000,000
1257	SCADA Master Plan	274,000						274,000
1258	Barry School Water Transmission Line	4,168,000						4,168,000
1273	FEMA Feather River Parkway	2,000						2,000
1289	Membrane Replacement	248,000	200,000	200,000	200,000	200,000		1,048,000
1324	Alum Tank Replacement		800,000					800,000
1325	WTP Basin Improvements		200,000	650,000				850,000
1326	West Flow Meter Replacement		500,000					500,000
		\$18,703,000	\$3,775,000	\$850,000	\$200,000	\$200,000		\$23,728,000

Sources of Funds	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General							
Transportation Development Act							
Streets and Roads	45,000						45,000
DIF							
Federal Grant							
SRF	4,168,000	375,000					4,543,000
CDBG							
Water	12,381,000	3,400,000	850,000	200,000	200,000		17,031,000
Wastewater	109,000						109,000
Other	2,000,000						2,000,000
		\$18,703,000	\$3,775,000	\$850,000	\$200,000	\$200,000	\$23,728,000

City of Yuba City
Summary of Capital Improvement Program Projects
Current Wastewater Projects

Account	Project Name	Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
1103	Recurring Plant Projects	614,000	50,000					664,000
1104	Recurring Collection or Rehabilitation System Proj	839,000	350,000					1,189,000
1105	Lift Station Improvements	517,000	100,000					617,000
1116	Secondary Clarifier Improvements	521,000	250,000					771,000
1155	Stonegate Treatment Works Demolition	474,000						474,000
1156	New Outfall and River Levee Crossing Replaceme	359,000						359,000
1179	Oxygen Generation System Improvements	359,000						359,000
1196	Rehabilitation of the West Chlorine Contact Basin	1,498,000						1,498,000
1219	Secondary Clarifier No.4	122,000						122,000
1229	Wastewater Capitalization Fund	3,357,000						3,357,000
1250	Recurring Pond and Road Maintenance		500,000					500,000
1252	Wastewater Treatment Facility Improvements	779,000						779,000
1277	Harter-Bridge Sewer Trunk Connection	2,385,000						2,385,000
1290	Third Anaerobic Digester	780,000						780,000
1295	Bogue Road Sewer Extension	3,500,000						3,500,000
1303	Regional Septic System Conversion	100,000						100,000
1304	Temporary Discharge Point 003	245,000						245,000
1327	Ammonia Side Stream		1,100,000					1,100,000
1328	Recycled Water Preparation		500,000					500,000
1329	Septage Hauler Station		400,000					400,000
		\$16,449,000	\$3,250,000					\$19,699,000
Sources of Funds		Current Funding	Adopted 2023-24	2024-25	2025-26	2026-27	2027-28	Projected Funding
General								
Transportation Development Act								
Streets and Roads								
DIF								
Federal Grant		4,000,000	250,000					4,250,000
SRF								
CDBG								
Water								
Wastewater		11,670,000	3,000,000					14,670,000
Other		779,000						779,000
		\$16,449,000	\$3,250,000					\$19,699,000

City of Yuba City
List of Capital Improvement Program Projects
General Fund with Current Funding
FY 2023 - 2024

Fund 301 - General	Dept. Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
901023 City Hall Improvements	PW *	45,000		45,000
901028 Improvements to Buildings and Grounds	PW *	147,000		147,000
901072 Property Abatement	DS *	130,000	25,000	155,000
901080 General Plan Implementation and Future Update	DS	1,300,000	(400,000)	900,000
901127 Capital Repl. Prog - Gauche Aquatic Park	CS	196,000		196,000
901188 Stormwater Management Program	PW *		35,000	35,000
901207 Didar S. Bains Park Construction	CS	103,000		103,000
901209 Union Pacific Railroad Property Acquisition	PW	11,000		11,000
901221 Feather River Mill Site Development	PW	25,000		25,000
901222 Annual Playground Replacement	CS	104,000		104,000
901236 Fire Station No.2 Remodel	FD	1,083,000		1,083,000
901237 Fire Station Repair and Renovation	FD	71,000	285,000	356,000
901259 Well Installations & Upgrades	CS	172,000		172,000
901264 CalFire Urban Forest Management Grant	CS	89,000		89,000
901265 Sam Brannan Restroom Replacement	CS	52,000		52,000
901278 Police Dept Evidence Storage Building	PW *		242,000	242,000
901280 Fire Station No.4 Training Grounds	FD	196,000	20,000	216,000
901283 Citywide Accela/Technology Funding	DS *	20,000	60,000	80,000
901287 Senior Center Building Repairs	CS *	231,000		231,000
901294 City Welcome Signs	PW *	5,000		5,000
901298 Town Center Fountain	CS	100,000		100,000
901300 Sam Brannan Improvements	CS	95,000	10,000	105,000
901305 Bocce Ball Courts Sam Brannan Park	CS	292,000		292,000
901307 Colins Corner (Maple Park)	CS	32,000		32,000
901308 City Clean-Up Fund	DS		50,000	50,000
901321 PD Office Furniture			30,000	30,000
Total		\$4,499,000	\$357,000	\$4,856,000

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Transportation Development Act Programs with Current Funding
FY 2023 - 2024

Fund 305 - Transportation Development Act	Dept. Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
911024 Striping and Marking	PW	250,000	150,000	400,000
911025 Drainage Improvements	PW *	489,000		489,000
911027 Traffic Signals	PW	240,000	50,000	290,000
911051 Road Rehabilitation	PW	499,000	1,100,000	1,599,000
911187 Bridge Street Widening	PW *	1,000		1,000
911220 ADA Public Facilities Sidewalk Improvements	PW *	211,000	90,000	301,000
911241 Center Bore Street Light Pole Replacement Project	PW	100,000		100,000
911266 Sutter Bike Path Gap Closure	PW *	207,000		207,000
911276 Bridge Street Reconstruction Development Phase	PW *	21,000		21,000
911296 Prop 1 IRWM - Gilsizer North Detention Basin Improvements	PW *		260,000	260,000
911297 Prop 1 IRWM - Lincoln Road Trash Capture Project	PW *		168,000	168,000
911301 Butte House Road Community Design Improvements	PW	590,000		590,000
911314 Citywide Signal Hardware Upgrades	PW *	23,000		23,000
911322 Yuba-Sutter Regional Safety Action Plan	PW		62,000	62,000
Total		\$2,631,000	\$1,880,000	\$4,511,000

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Streets and Roads Fund with Current Funding
FY 2023 - 2024

Fund 303 - Streets and Roads	Dept. Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
921025 Drainage Improvements	PW *	115,000	100,000	215,000
921028 Improvements to Buildings and Grounds	PW *	29,000		29,000
921051 Road Rehabilitation	PW	580,000		580,000
921069 Tully Parkway - Queens Ave Extension	PW *	731,000		731,000
921169 Bicycle Master Plan Implementation	PW	41,000		41,000
921187 Bridge Street Widening	PW *	179,000		179,000
921188 Stormwater Management Program	PW *	21,000	35,000	56,000
921190 Pavement Management System	PW		125,000	125,000
921213 Residential Road Rehabilitation	PW	475,000	850,000	1,325,000
921220 ADA Public Facilities Sidewalk Improvements	PW *	55,000		55,000
921243 Bridge Street Utility Undergrounding	PW *	2,000		2,000
921255 Road Maintenance and Rehab. Account (RMRA)	PW	2,220,000	1,350,000	3,570,000
921257 SCADA Master Plan	PW *	45,000		45,000
921302 Walton Avenue Improvements	PW *	897,000		897,000
921318 Local Roadway Safety Plan	PW *	8,000		8,000
921319 EV Charging Stations	PW *	67,000		67,000
921323 Stabler Ln - Pease Rd Intersection Improvement	PW		60,000	60,000
Total		\$5,465,000	\$2,520,000	\$7,985,000

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Development Impact Fee Fund with Current Funding
FY 2023 - 2024

Fund 304 - Development Impact Fees	Dept.	Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
931028 Improvements to Buildings and Grounds	PW	*	26,500		26,500
931069 Tuly Parkway - Queens Ave Extension	PW	*	676,000		676,000
931187 Bridge Street Widening	PW	*	1,000		1,000
931243 Bridge Street Utility Undergrounding	PW	*	161,000		161,000
Total			\$864,500		\$864,500

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Community Development Block Grant Fund with Current Funding
FY 2023 - 2024

Fund 205 - CDBG	Dept.	Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
961220 ADA Public Facilities Sidewalk Improvements	PW	*	180,000	210,000	390,000
961288 Firefighter Cancer Prevention Initiative - Proper Storage of PPE	FD	*	43,000		43,000
Total			\$223,000	\$210,000	\$433,000

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Water Fund with Current Funding
FY 2023 - 2024

Fund 517 - Water	Dept.	Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
971028 Improvements to Buildings and Grounds	PW	*	21,000		21,000
971092 Water Line Ext Proj & Distribution Piping Enhancement	PW		964,000	200,000	1,164,000
971093 Replacement and Major Maintenance of Water Lines	PW	*	1,236,000	950,000	2,186,000
971094 Replace Water Service or Water Meter	PW		205,000		205,000
971095 Fire Hydrant Relocation and Repair	PW		148,000		148,000
971096 Water Storage Rehabilitation	PW		832,000	250,000	1,082,000
971098 Water Capitalization Fund	PW			100,000	100,000
971145 Groundwater Well Abandonments	PW		534,000		534,000
971187 Bridge Street Widening	PW	*	18,000		18,000
971188 Stormwater Management Program	PW	*	8,000	20,000	28,000
971191 Second Groundwater Well	PW	*	3,279,000		3,279,000
971224 WTP Electrical and Instrumentation Improvement	PW		4,281,000		4,281,000
971227 Recurring WTP & Satellite Facility Maintenance	PW		532,000	200,000	732,000
971257 SCADA Master Plan	PW	*	120,000		120,000
971268 Plumas Street Improvements	PW	*	100,000		100,000
971273 FEMA Feather River Parkway	PW		2,000		2,000
971289 Membrane Replacement	PW		248,000	200,000	448,000
971324 Alum Tank Replacement	PW			800,000	800,000
971325 WTP Basin Improvements	PW			200,000	200,000
971326 West Flow Meter Replacement	PW			500,000	500,000
Total			\$12,528,000	\$3,420,000	\$15,948,000

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Wastewater Fund with Current Funding
FY 2023 - 2024

Fund 528 - Wastewater	Dept. Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
981028 Improvements to Buildings and Grounds	PW *	76,500		76,500
981103 Recurring Plant Projects	PW	614,000	50,000	664,000
981104 Recurring Collection or Rehabilitation System Projects	PW *	839,000	350,000	1,189,000
981105 Lift Station Improvements	PW	517,000	100,000	617,000
981116 Secondary Clarifier Improvements	PW	521,000	250,000	771,000
981155 Stonegate Treatment Works Demolition	PW	474,000		474,000
981156 New Outfall and River Levee Crossing Replacement	PW	359,000		359,000
981179 Oxygen Generation System Improvements	PW *	359,000		359,000
981188 Stormwater Management Program	PW *	11,000	20,000	31,000
981196 Rehabilitation of the West Chlorine Contact Basin	PW	1,498,000		1,498,000
981219 Secondary Clarifier No.4	PW *	122,000		122,000
981229 Wastewater Capitalization Fund	PW	3,357,000		3,357,000
981250 Recurring Pond and Road Maintenance	PW		500,000	500,000
981257 SCADA Master Plan	PW *	109,000		109,000
981277 Harter-Bridge Sewer Trunk Connection	PW *	385,000		385,000
981290 Third Anaerobic Digester	PW	780,000		780,000
981295 Bogue Road Sewer Extension	PW *	1,500,000		1,500,000
981303 Regional Septic System Conversion	PW	100,000		100,000
981304 Temporary Discharge Point 003	PW	245,000		245,000
981327 Ammonia Side Stream	PW		1,100,000	1,100,000
981328 Recycled Water Preparation	PW *		250,000	250,000
981329 Septage Hauler Station	PW		400,000	400,000
Total		\$11,866,500	\$3,020,000	\$14,886,500

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

City of Yuba City
List of Capital Improvement Program Projects
Other Fund with Current Funding
FY 2023 - 2024

Fund XXX - Other Funded	Dept.	Note	Estimated Carryover Balance	Adopted 2023-2024 Approp.	Total Project Funds
941023 City Hall Improvements	3	PW *	226,000		226,000
901072 Property Abatement	10	DS *		183,000	183,000
971093 Replacement and Major Maintenance of Water Lines	11	PW *		375,000	375,000
921180 Consolidated Streetlight District-Acquisition and Conversion	4	PW	823,000		823,000
971248 Storm Damage Repairs to Low Lift Facility & Access Rd	6	PW *	2,000,000		2,000,000
981252 Wastewater Treatment Facility Improvements	7	PW	779,000		779,000
951258 Barry School Water Transmission Line	11	PW	4,168,000		4,168,000
941266 Sutter Bike Path Gap Closure	8	PW *	1,984,000		1,984,000
951268 Plumas Street Improvements	9	PW *	2,236,000		2,236,000
911276 Bridge Street Reconstruction Development Phase	2	PW *	250,000		250,000
981277 Harter-Bridge Sewer Trunk Connection	11	PW *	2,000,000		2,000,000
941278 Police Dept Evidence Storage Building	3	PW *	262,000	280,000	542,000
941283 Citywide Accela/Technology Funding	3	DS *	60,000	52,000	112,000
941292 Citywide IT System Modernization	7	IT	168,000		168,000
901294 City Welcome Signs	2	PW *		100,000	100,000
941295 Bogue Road Sewer Extension	3	PW *	2,000,000		2,000,000
951296 Prop 1 IRWM - Gilsizer North Detention Basin Improvements	11	PW *	500,000		500,000
951297 Prop 1 IRWM - Lincoln Road Trash Capture Project	11	PW *	295,000		295,000
941313 ERP/HR/Payroll/Utility Billing Upgrade	3	IT	1,406,000		1,406,000
921314 Citywide Signal Hardware Upgrades	1	PW *	91,000	457,000	548,000
921315 Roadway Safety Signing Audit and Upgrades	1	PW	306,000	1,530,000	1,836,000
921316 Pedestrian Safety Crosswalk Upgrades	1	PW	25,000	175,000	200,000
921317 SHS Signal Hardware Upgrades	1	PW	65,000	446,000	511,000
921318 Local Roadway Safety Plan	1	PW *	72,000		72,000
921319 EV Charging Stations	1	PW *	158,000		158,000
981328 Recycled Water Preparation	5	PW *		250,000	250,000
Total			\$19,874,000	\$3,848,000	\$23,722,000

Notes:

* Multiple funding sources exist for this project. See individual project sheet for breakdown.

- 1 Funded by State Highway Improvement Program
- 2 Funded partly through Sacramento Area Council of Governments grant (SACOG)
- 3 Funded through H.R. 1319 American Rescue Plan
- 4 Funded through Consolidated Streetlight District Funds
- 5 Funded partly through the Bureau of Reclamation
- 6 Funded partly through the LWCF/ARPA grant funds and contributions through the Harter Specific Plan
- 7 Funded partly by Bond/Loan Financing
- 8 Funded through the ATP and RSTP Grants
- 9 Funded through the Caltrans Clean California Grant
- 10 Funded partly through the CalRecycle Grant
- 11 Funded partly through the State Revolving Fund



DEBT SERVICE

Debt Service

DEBT ADMINISTRATION

In recognition of its responsibility for the management of debt obligations, the City of Yuba City has developed a comprehensive set of formal debt policies. These policies are considered critical to consolidating information on current outstanding obligations and to maintain a good credit rating.

There are several reasons for a bond issuance involving the City and its component units:

1. Finance capital improvement projects;
2. Finance capital acquisitions;
3. Finance operating expenses (in certain circumstances); and,
4. Serve as a conduit issuer for non-profit organizations, private companies, and special districts within the City of Yuba City.

The primary objective of the City's debt policies is affordability. This is measured by the ratio of annual debt service to revenue. The debt affordability level will vary on an annual basis in accordance with the economic conditions and revenues of the City. Another objective of the City's debt policies is to minimize the cost of borrowing through credit rating, credit enhancement (bond insurance, letter of credit, or surety bond), refunding, and interest swaps.

When issuing bonds, the City generally sells the bonds through either a competitive bid or a negotiated sale. Competitive bid sales procedures are utilized if the bond sale is expected to have adequate market interest to assure competitive pricing. Negotiated sales procedures are selected if the issue is complex or based upon other factors, if the Finance Department concludes a competitive sale would be less effective. A financial advisor, underwriter, bond counsel, and disclosure counsel are usually used as part of issuing debt.

LEGAL DEBT MARGIN

In California, debt issuers of general obligation bonds must comply with a State constitutional debt limitation contained in Article XVI, Section 18, which requires two-thirds voter approval for all local government bond issues. In addition, the total general obligation bonds outstanding must not exceed 15% of the City's assessed valuation.

SUMMARY OF OUTSTANDING DEBT

Special Assessment District and Community Facility District Debt: The City establishes special assessment districts and community facility districts to finance various infrastructure improvements such as streets, water lines, sewer lines, drainage, etc. in the City. Limited Obligation Improvement bonds and Special Tax bonds are sold to finance the improvements.

In some instances, these bonds are purchased by the City as an investment, while most often they are sold to the investment community through underwriters. These bonds are secured by liens on benefiting properties. Payments of principal and interest are remitted to the City three times a year via the Sutter County Tax Collector. The maturity dates of the bonds range from the current fiscal year through the year 2035.

Special assessment and community facility district debt are not shown in the City's Debt Summary because they are secured by properties within the district and are not an obligation of the City.

Revenue debt supported by Water Fund Revenues: The City issued \$25.6 million in revenue certificates in October 2005 to finance the expansion of the water treatment facility. The certificates are secured by the net revenues realized by the City's water fund. The certificates will be fully retired in fiscal year 2035.

In May, 2013, the 2005 revenue certificates were refunded and were replaced by 2013 revenue bonds. The original refund principal amount was \$21,710,000, resulting in net present value interest savings of \$1.2 million over the remaining term of the bonds.

Revenue Certificates supported by Wastewater Fund Revenues: The City issued \$12 million in revenue certificates in June of 2000 and \$11 million in August of 2002 to finance the capital improvements identified in the wastewater system master-plan. Payments on the certificates are secured by the net revenues realized by the City's wastewater fund. The certificates will be fully retired in fiscal years 2025 and 2032, respectively.

In June 2007, the 2000 revenue certificates were refunded and were replaced by 2007 revenue certificates. The original refund principal amount was \$10,455,000, resulting in net present value interest savings of \$0.5 million over the remaining term of the bonds.

In November, 2011, the 2002 revenue certificates were refunded and were replaced by the 2011 revenue refunding bonds. The original refund principal amount was \$9,715,000, resulting in net present value interest savings of \$0.6 million over the remaining term of the bonds.

In April, 2014, the 2007 revenue certificates (originally issued as the 2000 revenue certificates) were refunded and were replaced by 2014 revenue refunding bonds. The original refund principal amount was \$7,321,914, resulting in net present value interest savings of \$0.8 million over the remaining term of the bonds.

In October, 2017, the 2011 revenue refunding bonds were refunded and were replaced by 2017 certificates of participation. The original refund principal amount was

Debt Service

\$9,065,639 resulting in net present value interest savings of \$1.4 million over the remaining term of the bonds.

In September, 2018, the City issued \$23.43 million in 2018 wastewater revenue bonds to finance improvements to the wastewater treatment facility including digester improvements; the replacement of digester covers with new stainless steel covers; dewatering improvements including construction of a new dewatering facility to replace the existing dewatering belt press; replacement of an existing barscreen; electrical and instrumentation updates, including plant-wide replacement of old motor control centers, transformers and programmable logic controllers and installation of a new Ethernet fiber optics loop for the control system.

State Department of Public Health Safe Drinking Water State Revolving Fund (SRF): In May, 2010, the City borrowed funds from two State Revolving Fund loans from the State of California for the former Hillcrest area to convert customers from groundwater to the City's surface water system. The loan amounts were \$6.8 million for Region 1 and \$19.1 million for Regions 2/3. Repayment will be made from a combination of monthly water rate revenues, a special surcharge approved by the customers and future development connection fee revenues.

State Water Resources Control Board Clean Water State Revolving Fund (SRF): In October, 2011, the City borrowed \$6.5 million from a State Revolving Fund loan from the State of California which included principal forgiveness of up to \$3,000,000 for funding wastewater treatment facility capital improvement projects including oxygen reactors improvements and installation of new 12 kV switchgear improvements. The remaining \$3.5 million in debt is a low interest loan at an interest rate of 2.2%. Repayment will be made from a combination of monthly water rate revenues and other related fees.

State Water Resources Control Board Clean Water State Revolving Fund (SRF): In April, 2012, the City borrowed \$10.2 million from a State Revolving Fund loan from the State of California which included principal forgiveness of up to \$3,000,000 for funding the wastewater collection system rehabilitation and replacement project. The remaining \$7.2 million in debt is a low interest loan at an interest rate of 1.8%. Repayment will be made from a combination of monthly water rate revenues and other related fees.

Wastewater Solar Project: In December, 2013, the City purchased a Solar System for the amount of \$2,398,711 which is located at the Wastewater Treatment Facility. The contents of The Promissory Note between the Sewer Enterprise Fund and the City of Yuba City included a 20-year term at 4.00% interest rate. This allowed the construction of a 0.7 mega-watt (rounded)

Solar System on City property at no cost to the City.

In 2013, based on SunPower Corporation's online power monitoring website, the system's solar-generated electricity reduced emissions of carbon dioxide by over 4,400 tons. These emission reductions are equivalent to planting over 900 acres of trees or not driving 9,000,000 miles.

Tax Allocation Bonds – Redevelopment Agency: The former Yuba City Redevelopment Agency (now Successor Agency) issued \$20.7 in tax allocation bonds in July of 2004 for project funds and to retire \$9.065 million in 1996 Series A & B bonds and a Rural Economic Development Infrastructure Program loan. Cash proceeds were used to finance the reconstruction of Plumas Street and future low-income housing. These bonds are special obligations to the former Redevelopment Agency and are payable from and secured by tax revenues. Both the Series A and Series B bonds will be retired in 2039.

The former Yuba City Redevelopment Agency (now Successor Agency) issued \$16.0 million in tax allocation bonds in June of 2007 for project funds. These bonds are special obligations to the agency and are payable from and secured by tax revenues. The 2007 Series bonds will be retired in 2039.

In December, 2015, the outstanding Redevelopment Agency tax allocation bonds were refunded. This included both the 2004 Series A and B and the 2007 Series. The refunded bonds were replaced by the 2015 tax allocation bonds in the amount of \$31,545,000 issued at an interest rate of 3.59%, resulting in net present value interest savings of \$4.8 million over the remaining term of the bonds.

Street Light Conversion Loan: The City entered into a loan agreement with the State of California Energy Resources Conservation and Development Commission to finance the City-wide conversion of high-pressure sodium (HPS) street lights to light-emitting diode (LED) technology. The total amount borrowed was \$1,345,487 and will be repaid through fiscal year 2027 at 3.0% interest from current energy cost savings.

California Infrastructure and Economic Development Bank (CIEDB): The City borrowed \$1.9 million utilizing a low interest loan through the State to facilitate construction of the Sunsweet/Highway 99 intersection improvements. This included traffic signal installation, undergrounding and installation of utilities including water, sewer and storm drainage installation, which resulted in connecting Walton Road to State Route 99. This is being repaid with former Redevelopment tax increment funds and a community facilities district.

Gauche Park Certificates of Participation: The City issued \$12.5 million in certificates to help finance the new Gauche Aquatics Facility. The project included expanded picnic and barbeque facilities, passive areas, climbing boulders, a sand volleyball court, age-appropriate play structures for 2 to 5 year-old

Debt Service

children and 6 to 12 year old youth and a small amphitheater. The project also included construction of a 25 yard 10 lane competitive pool, a play/instructional pool that goes from zero feet to three feet, a lap pool feature and a 25 foot water slide. The 10,102 square foot indoor space included a reception area, restrooms, and locker rooms for men, women and families. Also included is additional space for a first aid station, three multipurpose rooms for meetings and birthday parties, a pool equipment room and a concession facility which serves pool patrons and park visitors.

The aquatic center was completed in November, 2007 and replaces the previously existing community pool at Sam Brannon Park. The repayment funds for this debt obligation are split ½ from Developer Impact Fees from Parks and ½ General Fund.

In November, 2015, the City refunded the Gauche Aquatic Park COPs through the issuance of \$9,730,000 in lease revenue bonds. The refunded principal amount issued was issued at an interest rate of 2.99%, resulting in net present value interest savings of \$0.9 million over the remaining term of the bonds.

Wastewater Revenue Bonds-2017 CREBs: In April, 2017, the City issued \$6,820,000 in taxable Clean Renewable Energy Bonds to provide funds to finance solar improvements to the wastewater system. The taxable interest rate of 4.32% is subsidized by the federal government, resulting in an anticipated net interest rate for the City of approximately 1.0%. These bonds will be paid off in 2042.

State Water Resources Control Board Clean Water State Revolving Fund (SRF): In November, 2017, the City borrowed \$4.0 million in a State Revolving Fund loan from the State of California to fund the smart meter replacement project. The debt is a low interest loan at an interest rate of 1.8%. Repayment will be made from a combination of monthly water rate revenues and other related fees.

Bank of America – Opterra: In November, 2014, the City entered into a lease agreement with Bank of America (through Opterra Energy Services) to provide funds for energy related improvements to City facilities. The general fund, water fund, and wastewater fund are providing the debt service for this lease at 49.7%, 44.4%, and 5.9%. The cost of the assets acquired with this capital lease was \$4,967,214. Lease payments commenced September 2015 and end June 2031 in which the interest rate is 2.89%.

Solar Energy Project-2017 CREBs: In November, 2017, the City issued \$1,611,448 in taxable Clean Renewable Energy Bonds to finance energy improvements at the City's police station. The taxable interest rate of the bonds is 4.81% and will be paid off in 2037.

Banc of America Leasing – Equipment Schedule #1: In July 2021, the City approved a Master Equipment Lease/Purchase Agreement which is being used to fund the City's rolling

vehicle/heavy machinery stock. As a result, in August 2021, the City entered into a lease for Equipment Schedule #1 in the amount of \$2,175,979 with a low interest rate of 1.44%. These funds helped finance the purchase of two fire apparatus.

Banc of America Leasing – Equipment Schedule #2: In July 2021, the City approved a Master Equipment Lease/Purchase Agreement which is being used to fund the City's rolling vehicle/heavy machinery stock. As a result, in August 2021, the City entered into a lease for Equipment Schedule #2 in the amount of \$670,178 with a low interest rate of 1.44%. These funds helped finance two Public Works vehicles for replacement that included a Sewer Vac-Con truck and a 12-yard Dump Truck.

Banc of America Leasing – Equipment Schedule #3: In July 2021, the City approved a Master Equipment Lease/Purchase Agreement which is being used to fund the City's rolling vehicle/heavy machinery stock. As a result, in December 2021, the City entered into a lease Equipment Schedule #3 in the amount of \$486,387 with a low interest rate of 1.68%. These funds helped finance the purchase of a Street Sweeper and a Backhoe Loader.

Debt Summary

SUMMARY OF CITY'S DEBT FY 2023-24

Name of Bond/Loan					Beginning	Requirements for Fiscal Year		
	Original	Final		Interest	Outstanding	Ending June 30, 2024		
	Amount of	Issue	Payment		Balance	Interest	Principal	Total
	Issue	Date	Date	Rate	7/1/2023	Payable	Payable	
2018 Wastewater Revenue Bonds	\$ 23,430,000	09/11/18	06/01/48	3.43%	\$ 21,325,000	\$ 783,206	\$ 515,000	\$ 1,298,206
Wastewater Revenue Bonds-2017 (CREBs)	6,820,000	04/12/17	06/01/42	1.00%	5,710,000	\$ 54,292	\$ 210,000	\$ 264,292
Wastewater Certificates-2017	9,065,639	10/17/17	06/01/32	2.11%	8,076,321	169,591	156,140	325,731
Wastewater Certificates-2014	7,321,914	04/22/14	06/01/24	2.45%	741,019	18,155	741,019	759,174
Wastewater SRF Loan - WWTF	3,148,746	10/21/11	04/30/35	2.20%	2,041,267	44,908	150,492	195,400
Wastewater SRF Loan - Collection	6,436,490	04/05/12	12/31/34	1.80%	4,131,430	74,366	311,518	385,884
Wastewater Solar Project	2,398,711	12/19/13	06/30/33	4.00%	1,405,736	56,229	117,085	173,315
Water Revenue Bonds-2017 (CREBs)	2,124,216	04/11/17	06/01/32	1.11%	1,438,715	19,976	134,341	154,317
Water Certificates-2013	21,710,000	05/16/13	06/01/35	3.43%	13,345,000	463,575	925,000	1,388,575
Water SRF Loan - Region 1	5,927,874	05/01/10	07/01/32	2.50%	3,033,456	73,995	304,517	378,512
Water SRF Loan - Region 2/3	18,381,507	05/01/10	07/01/32	2.28%	9,308,099	207,208	942,816	1,150,024
Water SRF - Smart Meter Replacement	3,244,932	11/16/17	08/31/31	1.80%	3,035,213	35,186	202,022	237,208
Street Light Conversion	1,345,487	05/09/13	06/22/27	3.00%	444,789	12,587	106,257	118,844
Gauche Park Refunding LRBs-2015	9,730,000	11/24/15	06/01/36	2.99%	6,825,000	201,231	445,000	646,231
Bank of America - OpTerra	4,967,214	11/13/14	06/13/31	2.89%	3,342,898	93,252	311,726	404,977
Solar Energy Project - 2017 (CREBs)	1,611,448	11/28/17	11/01/37	4.81%	1,380,972	25,865	54,664	80,529
Bank of America - Equipment Sch. #1	2,175,979	08/26/21	09/01/31	1.44%	1,869,520	26,174	208,295	234,469
Bank of America - Equipment Sch. #2	670,178	08/26/21	09/01/31	1.44%	575,791	8,061	64,152	72,213
Bank of America - Equipment Sch. #3	486,387	12/07/21	09/01/31	1.68%	462,080	6,807	45,999	52,806
RDA Successor Agency								
2015 Tax Allocation Refunding Bonds	31,545,000	12/23/15	09/01/39	3.59%	24,995,000	897,681	1,085,000	1,982,681
2005 CIEDB	1,905,700	06/01/05	09/01/34	2.93%	984,003	27,812	69,611	97,423
RDA Successor Agency	33,450,700				25,979,003	925,493	1,154,611	2,080,104
Total All Debt Service	\$ 164,447,422				\$ 114,471,311	\$ 3,300,159	\$ 7,100,654	\$ 10,400,813

COMPUTATION OF LEGAL DEBT MARGIN

FY 2023-2024

Total Assessed Value All Real & Personal Property	\$ 6,417,408,536
Debt Limit Percentage	15%
Total Debt Limit	962,611,280
Total amount of debt applicable to debt limit	9,048,360

Legal Debt Margin \$ 953,562,920

Note: The City is in compliance with all debt covenants with regards to debt coverage ratios as mandated by the California State Constitution. The amount of the debt applicable to the debt limit is low and doesn't consume a large amount of the City's financial resources. Because the amount of debt is low, it will facilitate the process of allocating financial resources in future years.

Future Year Debt Obligation

Name of Bond/Loan	Original	Principal and Interest						Principal
	Amount of	Issue	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
	Issue	Date						Thereafter
2018 Wastewater Revenue Bonds	\$ 23,430,000	09/11/18	1,298,206	1,297,456	1,295,456	1,297,206	1,297,456	18,485,000
Wastewater Revenue Bonds-2017 (CREBs)	6,820,000	04/12/17	264,292	269,242	278,911	283,339	292,525	4,590,000
Wastewater Certificates-2017	9,065,639	10/17/17	325,731	1,085,494	1,081,478	1,082,968	1,079,811	4,120,639
Wastewater Certificates-2014	7,321,914	04/22/14	759,174	-	-	-	-	-
Wastewater SRF Loan - WWTF	3,148,746	10/21/11	195,400	195,400	195,400	195,400	195,400	1,254,962
Wastewater SRF Loan - Collection	6,436,490	04/05/12	385,884	385,884	385,884	385,884	385,884	2,516,748
Wastewater Solar Project	2,398,711	12/19/13	173,315	173,315	173,315	173,315	173,315	771,566
Water Revenue Bonds-2017 (CREBs)	2,124,216	04/11/17	154,317	158,216	162,281	166,521	170,942	706,849
Water Certificates-2013	21,710,000	05/16/13	1,38,575	1,387,675	1,388,700	1,387,340	1,389,010	8,435,000
Water SRF Loan - Region 1	5,927,874	05/01/10	378,512	378,512	378,512	378,512	378,512	1,432,260
Water SRF Loan - Region 2/3	18,381,507	05/01/10	1,150,024	1,150,024	1,150,024	1,150,024	1,150,024	4,372,458
Water SRF - Smart Meter Replacement	3,244,932	11/16/17	237,208	237,208	237,208	237,208	237,208	1,988,079
Street Light Conversion	1,345,487	05/09/13	118,844	118,844	118,844	118,844	-	-
Gauche Park Refunding LRBs-2015	9,730,000	11/24/15	646,231	647,331	648,231	647,769	648,519	4,495,000
Bank of America - OpTerra	4,967,214	11/13/14	404,977	422,719	441,204	460,464	480,532	1,498,049
Solar Energy Project - 2017 (CREBs)	1,611,448	11/28/17	80,529	84,266	88,166	92,238	96,489	1,090,842
Bank of America - Equipment Sch. #1	2,175,979	08/26/21	234,469	234,468	234,469	234,468	234,468	797,507
Bank of America - Equipment Sch. #2	670,178	08/26/21	72,213	72,214	72,214	72,214	72,214	245,623
Bank of America - Equipment Sch. #3	486,387	12/07/21	52,806	52,806	52,807	52,807	52,806	178,766
RDA Successor Agency								
2015 Tax Allocation Refunding Bonds	31,545,000	12/23/15	1,982,681	1,971,244	1,969,119	1,964,244	1,979,269	19,110,000
2005 CIEDB	1,905,700	06/01/05	97,423	97,393	97,362	97,330	97,298	614,946
RDA Successor Agency	33,450,700		2,080,104	2,068,637	2,066,481	2,061,574	2,076,567	19,724,946
Total All Debt Service	\$ 164,447,422		\$ 10,400,813	\$ 10,419,710	\$ 10,449,583	\$ 10,478,095	\$ 10,411,682	\$ 76,704,293

APPENDIX

Glossary

Account - A record of a monetary transaction maintained in the accounting ledger. It may be a classification of expenditure or revenue. Example: "Supplies" is an account in the Operations and Maintenance expenditure category.

Accrual Basis - Sometimes called "full accrual" basis. A basis of accounting in which revenues are recognized when earned regardless of when they are received, and expenses are recorded at the time the liability is incurred, regardless of when it is paid.

Accumulated Depreciation - The amount of depreciation that has accumulated to date during the existing useful life of City assets.

Actual - A column heading in the budget. Figures found in the Actual column indicate actual financial information recorded for that time period.

Ad Valorem Taxes - Revenue from taxes paid on real property and personal property which is calculated based on the "value" of the property.

Americans with Disabilities Act (ADA) Americans with Disabilities Act, Public Law 336 of the 101st Congress, enacted July 26, 1990. The ADA prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.

Appropriation - An authorization by the City Council to make expenditures and to incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time when it may be expended.

Assessment District - Not a separate government entity, but rather a defined area of land that will benefit by the acquisition, construction or maintenance of a public improvement.

Assessed Valuation - A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, an assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII, Section 2 of the California State Constitution, property values are assessed at full cash value (indexed from 1975-76 dollars using the Consumer Price Index; increases not to exceed 2% per year). However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal.

Audit - Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly

the City's financial position and result of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

Beginning/Ending Fund Balance -Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.

Bond - A city may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a special rate.

Budget - A plan of financial operation listing an estimate of proposed applications or expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

Budget Message - Included in the opening section of the budget, the Budget Message provides the Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Manager.

Budgeting Basis - The budgeting basis for the City of Yuba City is modified from the accrual basis in that depreciation expense is shown as a footnote in the departmental budget, capital expenditures are shown as a use of resources (rather than an asset), and principal payments on debt are shown as a use of resources (rather than a reduction in a liability).

Business License Tax - A type of excise tax imposed on businesses for the privilege of conducting business within the City. The tax is most commonly based on gross receipts or levied at a flat rate.

California Public Employee Retirement System - The City contributes to the California Public Employee Retirement System (CalPERS), an agent multiple-employer public employee defined benefit pension plan. CalPERS acts as a common investment and administrative agent for participating public entities within the State. Benefit provisions and all other requirements are established by State statute and City ordinance.

Capital Improvement - A permanent addition to the city's assets, including the design, construction, or purchase of land, buildings, or facilities, or major renovations of the same.

Capital Improvement Program (CIP) - A financial plan for proposed capital improvement projects with single and multiple-year capital expenditures. This program is planned for five years and is updated annually.

Glossary

Capital Outlay - Also called Capital Acquisition. A budget category which budgets all equipment has a unit cost of more than \$5,000 and an estimated useful life of one year or more. Capital Outlay is budgeted into the operating budget.

Capital Projects - Physical structural improvements generally at a cost of \$50,000 or more and a useful life of one year or more. Examples include a new park, building modifications, and water main construction.

Certificates of Participation (C.O.P) - Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

Community Development Block Grant (CDBG) - Is a federal grant that aims to develop viable urban communities by providing decent housing, a suitable living environment, and expanded opportunities for persons of low and moderate income. The City of Yuba City receives an annual CDBG entitlement from the U.S. Department of Housing and Urban Development.

Cost Allocation - Overhead accounting provides for cost allocation of administrative and support service costs to service providing organizations. Allocation is based on different methods in unison or in combination, including expenditure budget amount, FTE's (full time equivalent) employees and facility square footage. A weighting of overhead charges is further broken out for operational costs verses CIP. This service enables the City to determine the full cost of program budgeting and to recapture General Fund costs expended in contracting with outside agencies and in serving other funds of the City.

Debt Service - Payment of the principal and interest on an obligation resulting from the issuance of bonds or notes.

Debt Service Requirements - The amount of money required to pay interest on outstanding debt and required contributions to accumulate money for future retirement of term bonds.

Deficit - An excess of expenditures or expenses over resources.

Department - A major organizational unit of the City that has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation - The decrease in value of physical assets due to use and the passage of time.

Development Impact Fees - Fees placed on the development of land or conditions required for the approval of a development project such as the donation (dedication or exaction) of certain land (or money) for specific public use. The fees are typically justified as an offset to the future impact that development will have on existing infrastructure.

Encumbrances - A legal obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Enterprise Funds - This fund type is used to account for operations that are: (a) financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs (including depreciation) of providing goods or services to the general public be financed or recovered primarily through the user charges; or (b) the City or an outside grantor agency has determined that a periodic determination of revenues earned, expenses, and net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City has established two enterprise funds: water and wastewater (see Fund).

Expenditure - The outflow of funds paid or to be paid for an asset or goods and services obtained, regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Fees - Charges for services levied by the government to recover costs associated with providing a service or permitting an activity. Examples of fees include monthly water, sewer and garbage collection fees, Plan Checking Fees, Building & Engineering Permitting Fees, and Franchise Fees.

Final Budget - The budget document formally approved by the City Council after the required public hearings and deliberation on the recommended budget. It is a legal spending plan.

Fiscal Year (FY) - A 12-month period of time to which the budget applies. For Yuba City, it is July 1 through June 30.

Fixed Assets - Tangible items of long-term character (useful life expected to be longer than one year) which are intended to continue to be held and used by the City, including land, buildings, machinery, furniture, and equipment.

Franchise Fee - A fee charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City charges franchise fees for natural gas, electricity, cable television and garbage collection operations.

Full-Time Equivalent (FTE) - The decimal equivalent of a part-time position converted to a full-time basis (i.e., one person working half time would equate to 0.5 FTE).

Fund - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. The seven generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

Glossary

Fund Balance - The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception. Also known as financial position, fund balance is the excess of assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditure and other financing issues.

Gann Limit - An absolute dollar limit on the amount of funds derived from taxes that the City can legally appropriate and expend each fiscal year, as specified by Article 13-B of the State Constitution. Any tax revenues in excess of the Gann Limit must be returned to taxpayers. The base-year used on computing the Gann Limit is FY1978-79, with adjustments to the appropriations limit allowed in succeeding fiscal years for changes in the population and changes in the cost of living.

Governmental Accounting Standards Board (GASB) - Governmental Accounting Standards Board is the accounting profession's regulatory body for governmental accounting and determines what constitutes GAAP for governmental agencies.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. Examples of departments financed by the General Fund include the City Council/Clerk, Police, Community Development, Administrative Services, and others.

Grant - Contribution or gift of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

Home Investment Partnerships Program (HOME) - is a federal grant that provides funding for programs that offer affordable housing to low income households including homeowner rehabilitation, homebuyer activities, rental housing and tenant-based rental assistance. The City of Yuba City receives its HOME funds from the California State Department of Housing and Community Development.

Infrastructure - Public facilities built on or under the ground, such as streets, roads, sidewalks, curbs, pipes, drains, lights, bridges, parks, and water and sewer systems. These types of capital assets are differentiated from buildings.

Inter-fund Transfers - Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.

Internal Service Fund (ISF) - Funds established to account for the financing of goods or services provided by one department for other departments within the City on a cost reimbursement basis, population and changes in the cost of living.

Modified Accrual - An adaptation of the accrual basis of accounting for governmental fund types. Revenues and other financing resources are recognized when they become available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.

Municipal Code - A book that contains City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, zoning, building, etc.

Objectives - The expected results or achievements of a budget program.

Operating Budget - Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay and capital improvements.

Operating Expenses - Expenditures for materials, supplies, and services which are ordinarily consumed within a fiscal year and which are not included in program inventories.

Ordinance - A formal legislative enactment by the City Council. It is the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.

Performance Measure - A quantitative indicator that programs or services are directly contributing to the achievement of a strategic plan. This includes indicators of inputs, output, outcomes, productivity, timeliness, and/or quality.

Preliminary Budget - The budget submitted by the City Manager to the City Council and the public. It contains the Requested Budget from the City Departments and the Recommended Budget from the City Manager.

Property Tax - An "ad valorem" tax on real property, based upon the value of the property. In accordance with Proposition 13, secured property is taxed at the rate of one percent of the assessed valuation, plus a rate sufficient to generate revenue necessary to pay for voter approved indebtedness.

Proposed Budget - The City Manager's recommendation for the City's financial operations, which includes an estimate of proposed expenditures and revenues for a given fiscal year.

Reimbursement - Payment of amount remitted on behalf of another party, department or fund.

Reserve - An account used to record that a portion of the fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution - A special order of the City Council, which has a lower legal standing than an ordinance.

Glossary

Retained Earnings - An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenues - Amount received for taxes, fees, permits, licenses, interest, and intergovernmental sources during the fiscal year.

Revenue Bonds - A type of bond usually issued to construct facilities. The bonds are repaid from the revenue produced by the operation of these facilities.

Rural Economic Development Infrastructure Program (REDIP) - Provides low-cost financing for the construction, improvement, or expansion of public infrastructure necessary to support the creation or retention of permanent, private sector jobs in rural areas

Secured Property - As the property tax is guaranteed by placing a lien on real property, secured property is real property in which the value of the lien on the real property and the personal property located thereon is insufficient to assure payment of the tax.

Special Assessment - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Staffing - A budget category which generally accounts for full-time and temporary employees.

Supplemental Assessment - An assessment of real property occurring after the regular assessment roll is filed on June 30th of each year as a result of new construction or a change in ownership.

The Transportation Development Act – The Transportation Development Act is one of the major funding sources for public transit in California. The TDA revenues are allocated to transportation programs, including regional and municipal transit systems, pedestrian and bikeway improvements, and street and road construction.

Transient Occupancy Tax (TOT) – A tax levied by cities on persons staying in a room(s) in a hotel, inn, motel, tourist home, non-membership campground or other lodging facility. The City's TOT rate is ten percent.

Unsecured Property - As the property tax is guaranteed by placing a lien on real property, unsecured property is real property in which the value of the lien is not sufficient to assure payment of the property tax.

Unsecured Tax - A tax on tangible personal property such as office furniture, equipment, and boats which are not secured by real property.

User Fees - The payment of a fee for direct receipt of a public service by benefiting from the service.

Year-End - This term means as of June 30th (the end of the fiscal year).

Glossary of Acronyms

AB	Assembly Bill
ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
APS	Audible Pedestrian Systems
ARIDE	Advanced Roadside Impaired Driving Enforcement
ATP	Active Transportation Grant
AVL	Automatic Vehicle Location
BEEP	Bicycle Enforcement and Education Program
BMP	Best Management Practices
CAD	Computer Aided Dispatch
CCMA	California Committee on Municipal Accounting
CCMT	California Certified Municipal Treasurer
CDBG	Community Development Block Grant
CDBG-CV	Community Development Block Grant CARES Act
CDPH	California Department of Public Health
CEQA	California Environmental Quality Act
CFD	Community Facilities District
CIP	Capital Improvement Programs
CLETS	California Law Enforcement Telecommunications System
CMAQ	Congestion Mitigation and Air Quality
COMPSTAT	Comparative Statistics
COP	Certificates of Participation
COPPS	Community Oriented Policing & Problem Solving
CREB	Clean Renewable Energy Bonds
CSFMO	California Society of Municipal Finance Officers
DIF	Development Impact Fees
EBS	Employee Benefit Specialists
EDC	Economic Development Corporation
EFT	Electronic Funds Transfer
ELAP	Environmental Laboratory Accreditation Program
EMS	Emergency Medical Service
EOC	Emergency Operations Center
ESR	Economic Stabilization Reserve
FLM	First Level Manager
FRQMD	Feather River Air Quality Management District
FOG	Fats, Oil and Grease
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	General Accepted Accounting Principals

GASB	Government Accounting Standards Board
GDP	Gross Domestic Product
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GREAT	Gang Resistance and Education Training
HANDS	Helping Area Neighborhoods Develop Successfully
HBP	Highway Bridge Program
HOME	Home Investment Partnerships Program
HPP	High Priority Projects
H.R. 1319	American Rescue Plan Act of 2021
HSIP	Highway Safety Improvement Program
HVAC	Heating Ventilation Air Conditioning
ICMA	International City Management Assn
ISF	Internal Service Fund
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LIMS	Laboratory Information Management System
LLMD	Lighting & Landscape Maintenance District
LTF	Local Transportation Fund
MGD	Million Gallons per day
MM	Mid-Manager
MOU	Memo of Understanding
MS&S	Materials, Supplies, & Services
NCCSIF	Northern California Cities Self Insurance Fund
NFPA	National Fire Protection Association
NPDES	National Pollutant Discharge Elimination System
NSA	Neighborhood Speed Awareness
NSP	Neighborhood Stabilization Program
OES	Office of Emergency Services
OTS	Office of Traffic Safety
PEMHCA	Public Employees' Medical and Hospital Care Act
POA	Police Officer's Association
PSA	Pressure Swing Absorption
PSAP	Public Safety Answering Point
QAT	Quality Assurance Team
QC	Quality Control
REDIP	Rural Economic Development Infrastructure Program
RLF	Revolving Loan Fund
RSTP	Regional Surface Transportation
SA	Successor Agency
S&U	Streets & Underground

Glossary of Acronyms

SACOG	Sacramento Area Council of Governments
SASA	Sutter Animal Services Authority
SB	Senate Bill
SBFCA	Sutter Butte Flood Control Agency
SBOE	State Board of Equalization
SCADA	Supervisory Control and Data Acquisition
SFST	Standardized Field Sobriety Test
SOI	Sphere of Influence
SOP	Standard Operating Procedure
SRF	State Revolving Fund
STA	State Transit Assistance
STIP	State Transportation Improvement Program
STOP	Suspended Traffic Offender Program
SWAT	Special Weapons and Tactics
TDA	Transportation Development Act
TOT	Transient Occupancy Tax
UCR	Uniformed Crime Reporting
USA	Underground Service Alert
VIP	Volunteers in Policing
VLF	Vehicle License Fees
VSET	North Valley Vehicle Surveillance Enforcement Teams
WDR	Waste Discharge Requirements
WRP	Water Reclamation Plant
WTP	Water Treatment Plant
WWTF	Wastewater Treatment Facility
YCPD	Yuba City Police Department

Fund Description

FUND/ACCOUNT DESCRIPTIONS

State Law and Generally Accepted Accounting Principles (GAAP) establish the financial structure for cities. Governments allocate and account for resources in separate sub entities classified as funds and account groups, based on the purposes for which the resources are to be spent and the means by which spending activities are controlled.

GENERAL FUND

The General Fund is the general operating fund of the City. It is the largest of all the funds and accounts for all financial resources traditionally associated with governments, such as Police, Fire, Streets, etc. It accounts for everything except those items that are specifically required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted to expenditures for specified purposes or for which separate accounting is required by administrative action.

Examples of the City's Special Revenue Funds include:

Streets & Roads. Accounting for monies to be used on transit, road and street programs.

Traffic Safety. Accounting for court fines collected on the City's account for moving violations.

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises.

Where the intent of the governing body is that the costs (expense, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The City maintains the following Enterprise Funds:

Water Utility. Accounting for activity related to providing residents with water service and the billing for service provided by the City.

Wastewater Utility. Accounting for activity related to providing collection and treatment of wastewater.

INTERNAL SERVICE FUND

Internal Service Funds are used to account for the financing of goods or other services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

The City's Internal Service Funds are:

Vehicle Maintenance. Accounting for vehicle and special equipment maintenance. Funds are budgeted in operating budgets annually based on the prior year's actual cost usage as a percentage of the fund's overall budget.

Vehicle Replacement. Funds are accumulated by depreciation expenses charged to the City departments based upon expected useful life and replacement costs and are expended only on purchasing replacement vehicles for the existing fleet of City vehicles.

Employee Benefits. To account for the provision of health and unemployment services. Funds are budgeted in operating budgets annually based upon a composite rate for health coverage and other charges and allocated to each full-time equivalent position.

General Liability. Funds for the liability coverage are budgeted in operating budgets annually based on both claims loss history and exposure based on payroll costs. Funds for the property/flood costs are allocated based on property values.

Disability Program. The City of Yuba City is self-insured and is funded exclusively by employee contributions. All regular full and part-time (1/2 times or more) employees are eligible for inclusion.

Technology Replacement. Accounting for the replacement of City computers upon expiration of their useful life. Also, this fund is responsible for providing funds to maintain existing computer equipment through service contracts.

Dental/Vision. Accounting for the provision of dental and vision services. Funds are budgeted in the operating budgets annually based upon an analysis of both the City's claims history and reserves for vision and dental charges. The City's costs are then allocated to each full-time equivalent position.

Workers Compensation. Accounting for workers' compensation coverage for the City. Funds are budgeted in the operating budgets annually based on the required premium by the Insurer, in addition to the allocation rate based on projected payroll. The City of Yuba City is a member of the NCCSIF.

FIDUCIARY FUND TYPES

Trust and Agency Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds.

These funds do not necessarily require budgets.

The City accounts for the following in the Trust and Agency Fund:

- Deferred Compensation Plan
- Performance Deposits
- Special Assessments & Taxes

List of Funds

General	100
HOME Grant Program	203
Community Development Block Grant	204
CDBG-Housing Rehabilitation Revolving Loan Fund	205
Cal-HOME Grant Fund	206,216, 217,218
CDBG-CV Grant	207
DOE Energy Conservation	212
Streets and Roads	220
Traffic Safety	225
Suspended Traffic Offender Program	226
Fire Mitigation Impact Fees	230
COVID-19 Response	235
H.R. 1319 ARPA of 2021	236
Landscape N Stabler Zone A #1	240
Landscape Garden Highway Zone B #1	241
Landscape Town Center Zone A #2	242
Landscape Palisades Zone A # 3	243
Landscape Regency Park Zone A #4	244
Landscape South Park Zone A #5	245
Landscape South Park Zone B #5	246
Landscape Zone C-K #5	247
Landscape Richland Ranch	249
Gauche Park Certificates of Participation	256
Walton Residential Street Lights	270
Misc. Lighting Districts	271
Tierra Buena Res. Street Light District	272
Landscape Zone A-B #6	273
Wildewood West Landscape	274
Wildewood West Street Light District	275
Harter Specific Plan	280
Recology Rate Stabilization Fund	295
Housing Asset Fund	298
RDA Successor Agency	299
CIP – General Fund Projects	301
2017 Police Solar CREBs	302
CIP – Streets and Roads Projects	303
CIP – Impact Fees Projects	304
TDA/LTF Funds	305
Water Operation Fund	507
Water Capital Fund	509
CIP – Water Projects	517
Wastewater Operating Fund	518

Wastewater Capital Fund	527
CIP – Wastewater Projects	528
Water CREBs 2017	531
SRF Region 1 Debt Service	533
SRF Region 2/3 Debt Service	534
Wastewater Revenue Certificates 2017	536
Water Revenue Bonds 2013	537
Wastewater CREBs 2017	538
Wastewater Refunding Bonds 2014	539
SRF WWTF Debt Service	541
SRF Collection System Debt Service	542
Wastewater Revenue Bond 2018 D/S	543
SRF Smart Meter Replacement	544
Employee Benefits	601
Vision/Dental Plan	603
Disability Program	604
General Liability	605
Worker's Compensation	607
Vehicle Maintenance ISF	619
Vehicle Replacement ISF	620
Computer Replacement ISF	622
Trust and Agency	701
Pension Stability Trust	702
OPEB Trust	703
Butte Vista AD 2000-1	706
Butte Vista AD 2002-1	709
Tierra Buena AD 2003-1	715
Village Green-Del Wayne AD 2003-2	716
Darrough AD 2003-3	717
Stple/Ashly/ET AL 2004-1	718
Net 5 Operations	720
LAFCO Trust	725
Sutter Butte Flood Control Agency	730
SBFCA – Capital Projects	731
Sutter Animal Services Authority	741
Sunsweet Blvd CFD	760
Valencia Estates CFD	765
Payroll Disbursement Fund	777
OPEB GASB 75 Fund	891
Fleet GASB 68 Fund	897
Water GASB 68 Fund	898
Wastewater GASB 68 Fund	899
Governmental Fund Debt	901

List of Divisions

City Council	1110
City Attorney	1210
City Manager	1305
Finance	1510
City Treasurer	1520
Information Technology	1530
Facilities Maintenance	1541
City Clerk	1710
Human Resources	1720
Public Works – Administration	1905
Development Services – Planning	1910
Development Services – Building	1920
Public Works – Engineering	1930
Police – Traffic	2110
Police – Administration	2120
Police – Investigation	2130
Police – Field Operations	2140
Police – Community Outreach	2150
Police – Technology Resources	2155
Police – Crime Analysis & Intelligence	2160
Police – Communications	2170
State Grant – Law Enforce	2180
Realignment Costs	2181
Traffic Safety	2250
Fire – Administration	2305
Fire - Operations	2310
2020 Asst to FF Grant	2324
Covid-19 Response	2530
ARPA of 2021	2630
Public Works – Street Maintenance	3130
Public Works – Electrical Maintenance	3150
Animal Services	4110
Economic Development	4120
Contingency	4215

Non-Departmental	4220
Community Services – Administration	5105
Community Services – Recreation Supervision	5110
Community Serv5ices – Park Maintenance	5115
Community Services – Senior Center	5120
Community Services – Swimming Pool	5130
Community Services – Recreation Programs	5200
HOME Grant Program	6031
CDBG-CV Coronavirus Grant	6057
2021 YCFD PPE	6063
Housing Asset Fund	6098
RDA Successor Agency	6099
CDBG Programs	63XX
Dental/Vision Plan Fund	6512
Disability Program Fund	6520
Employee Benefits Fund	6521
General Liability Fund	6535
Workers Compensation Fund	6555
Vehicle Maintenance ISF	6605
Vehicle Replacement ISF	6610
Computer Replacement ISF	6630
Public Works – Water Distribution	7110
Utilities – Water Treatment	7120
Net 5 Operations	7210
LAFCO Trust	7250
Sutter Butte Flood Control Agency	7350
Sutter Animal Services Authority	7410
Animal Services - SC	7412
Public Works– Wastewater Collection	8110
Utilities – Wastewater Treatment Plant	8120
Utilities – Wastewater Pre-treatment	8130
Utilities – Laboratory	8140

City Resource Directory

<i>(All telephone numbers have a 530 area code)</i>	
Animal Services Facility	822-7375
CDBG Programs	822-4700
City Attorney	559-445-1580
City Clerk	822-4602
City Council	822-4602
City Manager	822-4602
City Treasurer	822-4615
Development Services – Building	822-4629
Development Services – Planning	822-4700
Finance	822-4618
Fire – Administration	822-4686
Purchasing	822-4645
HOME Grant Program	822-4700
Human Resources	822-4610
Information Technology	822-4916
Community Services	822-4650
Community Services – Aquatic Park	822-4710
Community Services – Senior Center	822-4613
Police – Traffic	822-4660
Police – Administration	822-4660
Police – Investigation	822-4660
Police – Field Operations	822-4660
Police – Crime Prevention	822-4660
Police – Technology Resources	822-4660
Police – Information and Analysis	822-4660
Police – Communications	822-4797
Public Works – Engineering	822-4632
Public Works – Street Maintenance	822-4644
Public Works – Electrical Maintenance	822-4626
Public Works – Water Distribution	822-4777
Public Works – Wastewater Collection	822-4834
Utilities – Water Treatment Plant	822-4636
Utilities – Wastewater Treatment Plant	822-3400
Utilities – Laboratory	822-7694
Vehicle Maintenance ISF	822-4772
Vehicle Replacement ISF	822-4772